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DESCRIPTIVE CATALOGING

LIBRARY OF CONGRESS RULE INTERPRETATIONS (LCRI)

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1.0. GENERAL RULES. [Rev.] Edition or copy

When a new manifestation of an item reaches the cataloger, the question arises as to whether this is a copy of an earlier manifestation or an edition separate from the earlier manifestation needing its own bibliographic record. Consult the definition of "Edition" in Appendix D. If, according to this definition, two items are known to be two different editions, create separate records for each. Also, consider that a new edition is involved whenever there is an explicit indication of changes (including corrections) of content. In addition, treat an item as a new "edition" whenever anything in the following areas or elements of areas differs from one bibliographic record to another: title and statement of responsibility area, edition area, the extent statement of the physical description area, and series area. (For an exception relating to CIP items, see below). Whenever the question relates to the publication, etc., area or to ISBNs, consider that the item is a copy if the only variation is one or more of the following:

- 1) a difference in the printing or copyright date;
- 2) a minor variation in an entity's name. There are relatively few examples of this phenomenon, which arises when a publisher uses multiple forms concurrently. For example, "Duckworth" and "G. Duckworth" and "St. Martin's" and "St. Martin's Press" have been used at the same time by these publishers. A genuine name change, even if minor, should not be considered as a variation.
- 3) the addition, deletion, or change of an ISBN;
- 4) a difference in binding.

For variations in the publication, etc., area not covered by the preceding statements, consider that the item is a new edition. Noteworthy examples for the publication, etc., area are variations involving different places or entities transcribed or any difference in an entity's name that is suggestive of either a name change or a different entity. Examples of the latter case are the many instances of a sequence of names used, with one used for some time and another at some point replacing the first. For example "Harper" becomes "Harper & Row"; "Doubleday, Doran" becomes "Doubleday."

N.B. Rare books in general follow the same policy, with exceptions as necessary.

CIP Items

If a CIP publisher issues both a hardbound and a softbound version of the same item, add the following criteria to those listed above when determining if they should be treated as editions or as copies: if they differ in edition statement or series, treat them as copies rather than editions.

1.4C3. [Rev.] If a place of publication and the name of its larger jurisdiction(s) (e.g., country, state, or similar designation) appear together in the source from which they are being transcribed (e.g., title page, cover, etc.), transcribe all that appear. Do this even if the place does not need to be identified or is clearly the best known one of that name.

source: New York, New York
transcription: New York, N.Y.

source: Washington, D.C.
transcription: Washington, D.C.

source: Taipei, Taiwan, China
transcription: Taipei, Taiwan, China

If a place of publication and the name of its larger jurisdiction do not appear together, add the name of the larger jurisdiction whenever the place is definitely obscure. Also add the name of the larger jurisdiction when there is more than one place of the same name and the one in the item being cataloged is not the best known. Give the appropriate qualifier according to the provisions of chapter 23. (Note: Make a quick judgment in the matter of adding the name of the larger jurisdiction; in any case of doubt, do not add the name. Also, do not attempt any consistency in the transcription of the same place in the publication, etc., area from one record to another.)

source: Cambridge
transcription: Cambridge [Cambridgeshire]

source: Feldkirchen
transcription: Feldkirchen [Austria]

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 Inter-
national Union of Students ; v. 10)
series authority record: Sport (Budapest, Hungary)
series tracing: Series: Sport (Budapest, Hungary)
; v. 10

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. R6sl.
series tracing: Series: Poe, Edgar Allan, 1809-1849. Works. German. 1922. R6sl ; 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 (Series))
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. (Ignore the combination altogether 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 altogether 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:

1) 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."

2) 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."

3) 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."

Series Statement Appears Only on Jacket

If a series authority record exists in the automated file, proceed under the general guidelines for already established series. Transcribe the series statement in brackets (cf. 1.6A2). In addition, record in a note the source of the series statement. Apply the tracing practice stated in the authority record.

If no series authority record exists (it is new to the Library or it appears as a series on bibliographic records for analytics but there is no series authority record for it in the automated file), reject the jacket as the source for a series. Do not transcribe the statement in a series statement; do not prepare a series authority record for it. Instead, give the statement as a note (e.g., "Models in aggressive journalism, 5"—Jacket.). Judge whether an access point is appropriate based on the same criteria used for series (cf. LCRI 21.30L); if judged

appropriate, use a title added entry ("Title: ...") instead of a series added entry. Take no action with respect to existing bibliographic records until such time as the series appears on the item itself.

Series Statement Appears Only in a Bibliography

When the sole basis of a series statement is a bibliography (the series is not stated anywhere in the item itself) proceed in the same manner as that stated above for series appearing only on jackets. Do not undertake a special search of bibliographies for the sole purpose of discovering such series statements.

Series Statement Appears on a Label or is Stamped on the Item

Treat a series appearing on a label or stamped on the item in the same manner as if it were printed. In addition, give in a note the fact that the series appears only on a label or is stamped on the item.

Series statement from label on t.p.

Series statement stamped on cover.

1.6B. Title proper of series. [New]

Recording section title without the title that is common to all sections

Rule 12.1B5 stipulates that "If the title of a section or supplement is presented in the chief source of information without the title that is common to all sections, give the title of the section or supplement as the title proper." In some cases the title proper comprises a configuration that would be regarded as a designation of a section followed by the section title were a common title present.

Serie B, Forskningsrapporter
Serie E, Varios
Serie G, Estudios doctrinales

In order that these configurations not be confused with those that are indeed section designations/titles, apply the following punctuation convention: when such configurations are being recorded in the absence of a common title, use two adjacent hyphens in place of a comma-space to make it absolutely clear that the entire configuration is the title. Use this convention wherever such a configuration is being recorded, i.e., series statement (untraced, traced the same, or traced differently), series added entry, heading on a series authority record, or reference tracing on a series authority record.

series traced the same: (Serie G--Estudios doctrinales ; 26)

series statement: (Serie B--Forskningsrapporter / Yleisradio Oy., Suunnittelu- ja tutkimusosasto, ISSN 0355-5216 ; 2)

series a.e.: Sarja B--Tutkimusraportit (Yleisradio Oy. Suunnittelu- ja tutkimusosasto) ; 2.

ref. tracing: Serie B--Forskningsrapporter (Yleisradio Oy. Suunnittelu- ja tutkimusosasto)

series statement: (Serie E--Varios / Instituto de Investigaciones Jurídicas ; 8)

series a.e.: Serie E--Varios ; 8.

Note that of the configurations in question some may constitute a common title itself, followed by a section designation and the title of a section. In such cases follow 12.1B4 in punctuating the designation of the section and its title.

series statement: (Serie A--Fuentes / Instituto de Investigaciones Jurídicas. b), Textos y estudios legislativos ; no. 6)

series a.e.: Serie A--Fuentes. b), Textos y estudios legislativos ; no. 6.

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. Use standard abbreviations and arabic numerals. If there is no abbreviation for the term, give only the number if the term is long. If the term appears in the source in an abbreviated form, record the same abbreviated form in the series statement (and in the tracing if traced differently). However, convert "N.o" to "no."

series statement: (FED ; vol. 1)

series authority record: FED (Series)

series tracing: FED (Series) ; vol. 1.

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

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

designation with space=equals sign-space. In the series tracing, however, transcribe only one of the systems. (To accomplish this, trace the series explicitly.)

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 a Full or 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

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

2/ That is, new series 5, whole series 94.

3/ Numbered also in continuation of the superseded publication.

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

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.)

Parallel Titles and Numbers

If parallel titles are being recorded and the numbering appears in two or more languages, record each number after the title to which it relates. If the number appears only once, record it after the title it linguistically matches or after the last title if it matches all, more than one, or none of the titles.

series statement: (Handbuch der technischen Dokumentation und Bibliographie ; Bd. 10 = Handbook of technical documentation and bibliography ; v. 10)

series authority record: Handbuch der technischen Dokumentation und Bibliographie.

series tracing: Series: Handbuch der technischen Dokumentation und Bibliographie ; Bd. 10.

series statement: (Tutkimuksia, ISSN 0355-2071 ; n:o 56 = Undersokningar = Studies)

series authority record: Tutkimuksia (Finland. Tilastokeskus)

series tracing: Tutkimuksia (Finland. Tilastokeskus) ; n:o 56.

series statement: (Studies presented to the International Commission for the History of Representative and Parliamentary Institutions = Etudes présentées à la Commission internationale pour l'histoire des assemblées d'Etats ; 39)

series authority record: Etudes présentées à la Commission internationale pour l'histoire des assemblées d'Etats. [Cf. 12.OB1]

series tracing: Series: Etudes présentées à la Commission internationale pour l'histoire des assemblées d'Etats ; 39.

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, 21.7B);
- 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); exception: do not apply the provisions of this paragraph to bibliographic records for nonroman scripts that are represented by both nonromanized cards and machine-readable romanized records;

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;
- e) errata slips that are not printed as part of the publication.

(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, appendices, and for errata slips. Use judgment in selecting a title, or inventing one, when transcribing an informal contents note (Note: On bibliographic records for nonroman scripts that are represented by both nonromanized cards and machine-readable romanized records, give the information in a statement composed in English by the cataloger whenever quoting romanized data would be meaningless.) 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.

Errata slip inserted.

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 bibliographical 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. (Exception: On bibliographic records for nonroman scripts that are represented by both nonromanized cards and machine-readable romanized records, give the information in a statement composed in English by the cataloger whenever quoting romanized data would be meaningless). 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.)

12.1F3. [New]

Editors of Serials

Editors of serials are not necessarily called editors. Completely different wording, such as "prepared by," may introduce an editor. Thus, unless there is strong evidence of personal authorship, normally consider personal statements of responsibility as statements of editorship.

12.3B1. [Rev.]. The numeric and/or alphabetic designation of the first issue of a serial being recorded in this area should be an identifying designation, i.e., one that is unique to the particular issue of the serial. A numeric and/or alphabetic designation that is exactly the same for more than one issue of the serial is not recorded in this area. It may be given in a note (cf. 12.7B8).

Record the numeric and/or alphabetic designation according to the way it appears on the chief source. If it does not appear on the chief source, then in the way it appears on one of the other preliminaries or on the colophon (if it does not appear on the preliminaries). If it does not appear on any of these, record it (in brackets) according to the way it appears anywhere in a formal statement. All elements of the numeric and/or alphabetic designation must be taken from the same source, i.e., the designation cannot be pieced together from different sources. Generally consider that when volume numbering appears on the same source with consecutive numbering of issues, the serial has one system of numeric designation rather than two.

chief source: 3
colophon: volume 3
numeric ... area: 3-

chief source: 1982 2
spine: v. 1 no. 2
numeric ... area: 1982, 2-

chief source: numb. 10
colophon: Vol. 1
numeric ... area: Numb. 10-
not Vol. 1, numb. 10-
not No. 10-

chief source: Vol. 23 no. 800
numeric ... area: Vol. 23, no. 800-
not No. 800-
not Vol. 23- = No. 800-

12.3C1. [New.]. Record the chronological designation according to the way it appears on the chief source. If it does not appear on the chief source, then record it in the way it appears on one of the other preliminaries or on the colophon if it does not appear on the preliminaries. If it does not appear on any of these, record it (in brackets) according to the way it appears anywhere in a formal statement. Normally take elements of the chronological designation from the same source. However, if the serial has no numeric and/or alphabetic designation by which the issues can be identified, the elements of chronology may be pieced together from different sources whenever this provides a chronological designation that identifies the serial. If the chief source carries more than one expression of a chronological designation, prefer to use the one that provides the clearest indication of the period covered by the contents (if such a determination is possible).

12.3C4. [Rev.]. When the number on a serial appears to be a division of the date, record the date followed by the number as if both, together, were a single numeric designation.

1982/3
1981, no. 1-
82-1-

In these cases, record a chronological designation only when one also appears on the publication.

83-2 (Feb. 1983)-

The numeric and chronological designations, although recorded together, need not come from the same source.

chief source: May 1983
colophon: Vol. 1, no. 1
numeric ... area: Vol. 1, no. 1 (May 1983)-

chief source: Vol. 27, no. 3
contents page: June 1982
numeric ... area: Vol. 27, no. 3 ([June 1982])-

12.3E. More than one system of designation. [New.]. Record a second or third system of numeric and/or alphabetic designation with the first system if the second or third system appears on the same source used in recording the first system and if it, too, identifies the piece (cf. 12.3B1). Since it is not always possible to determine the order of the systems as presented on the source, prefer to record as the first a system that uses the form of volume number and internal number. If more than one numeric system is recorded, generally record the chronological system with the first numeric system (cf. 12.3C4).

Give in a note information about a second or third system of numeric/alphabetic designation that either does not identify the item or does not appear on the same source with the first system (cf. 12.7B8) whenever the second or third system appears prominently enough on the publication for one to assume that the serial may be asked for or identified by that system.

12.7B. Notes. [Rev.]

Linking Notes

In notes referring to another serial (linking notes), cite the entry under which the serial appears in the catalog against which the searching and cataloging is done. Depending on the catalog entry of the related serial, the note will cite one of the following:

- 1) title proper, and, if needed for identification, edition statement;
- 2) main entry name heading/title proper, and, if needed for identification, edition statement;
- 3) main entry name heading/uniform title;
- 4) main entry name heading/uniform title/title proper (for legal material and translations only);
- 5) main entry uniform title heading;
- 6) main entry uniform title heading/title proper (for translations only).

If the note cites a main entry heading (as in 2-6 above), give the heading in AACR 2 form. If the main entry heading on the catalog record for the related serial is not in AACR 2 form, change it to the AACR 2 form.

If the related serial is not represented in the catalog, cite in the note the entry that would be used were the related serial to be cataloged under AACR 2.

Designations in Notes

When it is known that data in a note do not apply to all issues of a serial, give in the note (usually following the data) the chronologic designations of the first and last issues to which they do apply. If the serial does not carry chronologic designations by which the issues can be identified, give instead the numeric designations of the first and last issues to which the data apply.

Numeric or chronological designations as given in these notes may be condensed to whatever extent is possible without distorting the clarity of the statement or making it unclear which actual issues carried the data given.

<u>Designations</u>	<u>Condense to</u>
enero 1980-dic. 1981	1980-1981
märts 1980-dets. 1981	märts 1980-1981
Jan. 15, 1981-Feb. 10, 1983	1981-Feb. 10, 1983
v. 1, no. 1-v. 3, no. 12	v. 1-3
No. 27-no. 32	no. 27-32
1982, no. 1-1983, no. 12	1982-1983 (not 1982-83)

In any case of doubt as to whether the note will be clear with condensed designations, do not condense the designations.

21.11B. Illustrations published separately [New]

Psalters

Works using the word "psalter," or a cognate, in the title proper or other title information, are often reproductions of parts of medieval psalters, being published to present the art of the illustrative matter

contained in the original psalter. Enter these incomplete psalters under the heading for the artist or under title if the artist is unknown.

If the artist is unknown, the main entry heading will be under title or uniform title. In this connection, note the utility of the headings provided by 25.13. For example, the title of the work may not be more than a general designation, e.g., Der Psalter : eine Bilderhandschrift. A uniform title, consisting of either the name of the manuscript or the repository designation for same—according to the provisions of 25.13—is recommended for such cases.

Note, however, if the content is primarily textual, rather than illustrative, the choice is between texts with a Biblical emphasis and those with a liturgical emphasis. Enter the work under the heading for church as a liturgical text if it contains any obvious liturgical element (as when one or more of the following are added to the psalms: canticles, antiphons, liturgical calendar, etc.; cf. 21.39); otherwise enter under the heading for the Psalms (cf. 25.18A).

21.30J. Titles. [Rev.]

Data Comprising Title Added Entries and Method of Tracing Them

In MARC records title added entries for titles are derived from the title field (tag 245) on the basis of an indicator (value 1 meaning "title traced the same"). The data constituting such a derived title added entry are those of the \$a subfield of the title field.^{1/} In non-MARC records, title added entries are made on the basis of explicit instructions from the cataloger. For both types of records, indicate a derived title added entry by recording "Title." in the tracing. In most cases the derived title added entry will represent the title proper (for items without a collective title, the derived title added entry represents an arbitrarily determined title access). Indicate the tracing of any other titles by explicitly giving the title to be traced introduced by "Title:" and a space. In both MARC and non-MARC records the extent of the title proper is, for the most part, indicated by the first mark of prescribed punctuation; therefore, use of the standard convention "Title." is sufficient. When this is not the case for MARC records, i.e., for some reason the \$a subfield of 245 does not equate to the added entry desired, then the "Title:" technique must be used. (For non-MARC records the same guidelines are used.)

The following three paragraphs describe situations in which the first mark of prescribed punctuation does not necessarily indicate the end of the title proper.^{2/} For MARC records, a derived title added entry, traced as "Title.", can be made in all cases.

1) Alternative titles. Include alternative titles in the added entry for the title proper.

Trace as: "Title."

1/ For titles containing a designation of a part (\$n subfield) or a part (\$p subfield) or both, the derived title added entry also contains the data from these subfields as well.

2/ In the examples, the delimiter (§) indicates the end of the \$a, \$n, or \$p subfields in the MARC record. It is supplied by the inputter, not the descriptive cataloger.

2) Items without a collective title. If the item lacks a collective title and the title and statement of responsibility area contains more than one title (1.1G2), trace separate title added entries for each of the titles listed if there are only two or three; if there are more, trace a title added entry only for the first title. Note: The "title proper" for an item without a collective title is defined as all the data recorded up to the first recorded parallel title, the first recorded other title information, or the first recorded statement of responsibility, whichever comes first. If there is no parallel title other title information, or statement of responsibility, all the data recorded in the title and statement of responsibility area are treated as the "title proper" of the item. Therefore, it is necessary to trace the first title explicitly by the "Title:" technique whenever the first title is not followed by a parallel title, other title information, or a statement of responsibility. In other cases, the first title is generally traced by the "Title." technique. (The second and third titles listed must be traced by the "Title:" technique.)

Title A :#other title information / statement of responsibility. Title B : other title information / statement of responsibility. --
Trace title A as: Title.
Trace title B as: Title: Title B.

Title A =#Parallel title A / statement of responsibility. Title B = Parallel title B / statement of responsibility. --
Trace title A as: Title.
Trace parallel title A as: Title: Parallel title A.
Trace title B as: Title: Title B.
Trace parallel title B as: Title: Parallel title B.

Title A /#statement of responsibility. Title B / statement of responsibility. --
Trace title A as: Title.
Trace title B as: Title: Title B.

Title A =#Parallel title A ; Title B = Parallel title B / statement of responsibility. --
Trace title A as: Title.
Trace parallel title A as: Title: Parallel title A.
Trace title B as: Title: Title B.
Trace Parallel title B as: Title: Parallel title B.

Title A :#other title information ; Title B : other title information / statement of responsibility. --
Trace title A as: Title.
Trace title B as: Title: Title B.

Title A ; Title B /#statement of responsibility. --
Trace title A as: Title: Title A.
Trace title B as: Title: Title B.

Title A. Title B. --
Trace title A as: Title: Title A.
Trace title B as: Title: Title B.

Title A ; Title B ; Title C /#statement of responsibility. --
Trace title A as: Title: Title A.
Trace title B as: Title: Title B.
Trace title C as: Title: Title C.

Title A. Title B :#other title information. Title C.

Trace title A as: Title: Title A.

Trace title B as: Title: Title B.

Trace title C as: Title: Title C.

3) Titles proper containing parts or designations of parts. If the title proper contains a part or a designation of a part or both, include these in the title proper added entry.

Main title. Title of part /#statement of responsibility ...

Main title. Designation of part, Title of part /#statement of responsibility ...

Guidelines for Making Title Added Entries

The following guidelines represent an attempt to standardize, to a certain extent, practice in giving additional title added entries; they are not meant to be an exhaustive treatment of the question. Situations not addressed here should be left to the cataloger's judgment. When in doubt, it is best to be liberal in assigning additional title added entries.

Note: If the title being traced explicitly in an added entry begins with an article (definite or indefinite) and is in the nominative case (for inflected languages), omit it.

1) General. Make added entries more or less automatically for cover titles, parallel titles, and added title page titles when they are significantly different from the title proper (cf. 21.2A). Be more restrictive about alternative titles, partial titles, caption titles, half titles, running titles, and other title information; added entries for these are generally made only if one of the following is true: 1) the work was also published under the title; 2) the work is cited in reference sources under the title; or 3) the title is given such prominence by typography or by other means that it is reasonable to assume that the publication may be known by it or that persons examining the item might think that it is the main title of the publication.

2) Abbreviations. When an abbreviation occurs as one of the first five words filed on in a title proper or other title for which a title added entry is made, make an additional title added entry substituting the corresponding spelled-out form of the abbreviation if it is thought that some catalog users might reasonably expect that the form was spelled out in the source.

Title proper: Messrs. Ives of Bridgeport ...
Title a.e.s: I. Title. II. Title: Messieurs Ives of Bridgeport.

Title proper: Mt. St. Helens ...
Title a.e.s: I. Title. II. Title: Mount Saint Helens.

Title proper: St. Louis blues ...
Title a.e.s: I. Title. II. Title: Saint Louis blues.

but

Title proper: M'Liss and Louie ...
Title a.e.s: I. Title. [spelled-out form of abbreviation unknown]

3) Alternative titles. For MARC records, when a title proper includes an alternative title and the part of the title preceding the word "or" (or its equivalent) consists of three words or less that are filed on, make a title added entry consisting solely of the first part of the title in addition to the added entry for the complete title proper. The purpose of this is to insure that a title search key is formed solely on the first part of the title.

Title proper: Lilith, ou, La mère obscure ...
Title a.e.s: I. Title. II. Title: Lilith.

4) Ampersand. When an ampersand (or other symbol, e.g. +, representing the word "and") occurs as one of the first five words filed on in a title proper or other title for which a title added entry is made, make an additional title added entry substituting the word "and" in the language of the title.

Title proper: A & B roads & motorways atlas of
Great Britain ...
Title a.e.s: I. Title. II. Title: A and B roads
and motorways atlas of Great Britain.

5) Items with a collective title. If an item containing more than one work or contribution has a collective title, make a title added entry only for the collective title.

6) Comics. When cataloging an item that is about or consists of selections from a comic strip, single panel cartoon, etc., make an added entry for the title of the comic strip, etc., if this title does not also begin the title proper for the item being cataloged. If necessary, justify the added entry by a note.

Trudeau, G. B., 1948-
[Doonesbury. Selections]
Stalking the perfect tan ...

I. Title. II. Title: Doonesbury.

7) Corrected titles (cf. 1.OF)

a) Titles corrected by "[i.e. ...]" and "[sic]." If the title proper has been corrected by the "[i.e. ...]" or "[sic]" technique, make two added entries, one for the title as it is recorded (traced as "Title.") and another for the title in its corrected form.

Title proper: The Paul Anthony Buck [i.e. Brick]
lectures ...
Title a.e.s: I. Title. II. Title: Paul Anthony
Brick lectures.

(Data in brackets preceded by "i.e." and "[sic]" are not filed on in LC, nor are they included in title search keys in the LC retrieval system.)

b) Titles corrected by bracketing missing letters. If the title proper has been corrected by supplying in brackets a missing letter or letters, make two added entries, one for the title with the brackets and the supplied letter or letters (traced as "Title.") and another for the title as it appears on the item.

Title proper: One day's d[uly]ty ...
Title a.e.s: I. Title. II. Title: One day's dty.

8) Initialisms (including acronyms). When an initialism that is given in all capital letters occurs as one of the first five words filed on in a title proper or other title for which a title added entry is made, apply the following:

a) With separating punctuation.^{1/} If the initialism has been transcribed with internal separating punctuation, make an additional title added entry in the form without any punctuation.

Title proper: A.-G. Chemie ...
Title a.e.s: I. Title. II. Title: AG Chemie.

b) Without separating punctuation. If the initialism has been transcribed without separating punctuation, make an additional title added entry in the form with periods.

Title proper: ADLIB ...
Title a.e.s: I. Title. II. Title: A.D.L.I.B.

9) Letters. When a series of letters that is not an initialism occurs as one of the first five elements filed on in a title proper or other title for which a title added entry is made, apply the following:

a) With spacing or separating punctuation. If the letters have been transcribed with internal spacing or separating punctuation, make an additional title added entry without any spacing or punctuation if it is thought that some catalog users might expect that the letters would be given in that form in the source.

Title proper: The A-B-C-D of successful college writing ...
Title a.e.s: I. Title. II. Title: ABCD of successful college writing.

Title proper: A i u e o ...
Title a.e.s: I. Title. II. Title: Aiueo.

b) Without spacing or separating punctuation. If the letters have been transcribed without spacing or separating punctuation, make an additional title added entry with spaces if it is thought that some catalog users might expect that the letters would be given in that form in the source.

Title proper: Abc of ocean liners ...
Title a.e.s: I. Title. II. Title: A b c of ocean liners.

10) Numbers. When a number occurs as one of the first five words filed on in a title proper or other title for which a title added entry is made, make an additional title added entry as follows:

a) Arabic numbers (excluding dates). Make an added entry substituting the corresponding spelled-out form of the number in the language of the title proper if it is thought that some users of the catalog might reasonably expect that the form was spelled out in words in the source. In spelling out numbers in English, follow the style indicated in section 8.4 of A Manual of Style University of Chicago Press. For other languages, follow the preferred style of the language.

^{1/} Separating punctuation in LC's system includes the hyphen (-), period (.), and slash (/).

101 = one hundred one; use also one hundred and one^{1/}
425 = four hundred twenty-five, not four hundred and
twenty-five
1001 = one thousand one; use also one thousand and one^{2/}
1226 = one thousand two hundred twenty-six, not twelve
hundred and twenty-six
2500 = twenty-five hundred, not two thousand five
hundred

Title proper: The 1-2-3 guide to libraries ...
Title a.e.s.: I. Title. II. Title: One-two-three
guide to libraries.
Title proper: 1a Mostra Toscana/scultura ...
Title a.e.s.: I. Title. II. Title: Prima Mostra
Toscena/scultura.

Title proper: 3 point 2 and what goes with it ...
Title a.e.s.: I. Title. II. Title: 3.2 and what
goes with it. III. Title: Three point two and
what goes with it.

Title proper: The 3.2 beer law ...
Title a.e.s.: I. Title. II. Three-point-two beer
law.

Title proper: 3:10 to Yuma ...
Title a.e.s.: I. Title. II. Title: Three ten to
Yuma.

Title proper: 27 wagons full of cotton ...
Title a.e.s.: I. Title. II. Title: Twenty-seven
wagons full of cotton.

but

Title proper: A4D desert speed run ...
Title a.e.: I. Title.

Title proper: 1/3 of an inch of French bread ...
Title a.e.: I. Title.

Title proper: 1/10th hours of 48 hours ...
Title a.e.: I. Title.

Title proper: 2 1/2 minute talk treasury ...
Title a.e.: I. Title.

Title proper: .300 Vickers machine gun mechanism
made easy ...
Title a.e.: I. Title.

Title proper: 003 1/2 ...
Title a.e.: I. Title.

Title proper: 3.1416 and all that ...
Title a.e.: I. Title.

Title proper: The 5"/38 gun ...
Title a.e.: I. Title.

1/ An exceptional form provided because of its frequent use.

2/ An exceptional form provided because of its frequent use.

b) Dates

1)) Dates representing a single year or span of years.

Do not make an additional added entry substituting the corresponding spelled-out form for dates written in arabic numerals representing a year or a span of years. If, however, such dates are written in roman numerals, make an additional added entry substituting arabic numerals for the roman numerals.

Title proper: 1915 : revue de guerre en deux actes

Title a.e.: I. Title.

Title proper: 1945-1975 Italia ...

Title a.e.: I. Title.

2)) Other dates. If dates other than those representing

a single year or a span of years are written in roman numerals, make an additional added entry substituting arabic numerals for the roman numerals. Make an additional added entry substituting the corresponding spelled-out form if it is thought that some users of the catalog might reasonably expect that the form was spelled-out in words in the source. Make this judgment regardless of whether the numerals in the source are arabic or roman.

Title proper: The XXth century citizen's atlas of the world ...

Title a.e.s: I. Title. II. Title: 20th century citizen's atlas of the world. III. Title: Twentieth century citizen's atlas of the world.

Title proper: Le XVIIe & XVIIIe siècles ...

Title a.e.s: I. Title. II. Title: 17e et 18e siècles. III. Title: Dix-septième et dix-huitième siècles.

Title proper: Australian painting, XIX and XX century ...

Title a.e.s: I. Title. II. Title: Australian painting, 19th and 20th centuries. III. Title: Australian painting, nineteenth and twentieth centuries.

Title proper: XX. századi művészet ...

Title a.e.s: I. Title. II. Title: 20. századi művészet. III. Title: Huszadik századi művészet.

Title proper: Arabskie dokumenty IX-XX vv. : Katalog ...

Title a.e.s: I. Title. II. Title: Arabskie dokumenty 9-20-go vv. III. Title: Arabskie dokumenty dev'iatogo-dvadsatogo vv.

c) Roman numerals (excluding dates). Make an added entry substituting arabic numerals for the roman numerals. Make an additional added entry substituting the corresponding spelled-out form of the number in the language of the title proper if it is thought that some users of the catalog might reasonably expect that the form was spelled out in words in the source.

Title proper: World War II small arms ...

Title a.e.s: I. Title. II. Title: World War 2 small arms. III. Title: World War Two small arms.

Title proper: Title XX comprehensive annual services plan ...

Title a.e.s.: I. Title. II. Title: Title 20 comprehensive annual services plan. III. Title: Title twenty comprehensive annual services plan.

Title proper: XXV s⁴ezd KPSS i problemy ideologicheskoi bor'by ...

(A title main entry)

Title a.e.s.: I. Title: 25-y¹ s⁴ezd KPSS i problemy ideologicheskoi bor'by v stranakh Azii i Afriki.
II. Title: Dvadtsat piaty¹ s⁴ezd KPSS i problemy ideologicheskoi bor'by v stranakh Azii i Afriki.

but

Title proper: Neotropical Microlepidoptera XIX ...

Title a.e.s.: I. Title. II. Title: Neotropical Microlepidoptera 19. [no added entry from spelled-out form]

d) Spelled-out form. Make an added entry substituting an arabic numeral for the spelled-out form if it is thought that some users of the catalog might reasonably expect that that was the form in the source.

Title proper: The road of a thousand wonders ...

Title a.e.s.: I. Title. II. Title: Road of 1000 wonders.

Title proper: A thousand and one facts about Soviet Estonia ...

Title a.e.s.: I. Title. II. Title: 1001 facts about Soviet Estonia.

Title proper: Eighty blocks from Tiffany's [motion picture] ...

Title a.e.: I. Title: 80 blocks from Tiffany's.

but

Title proper: Two years before the mast ...

Title a.e.: I. Title.

11) Signs and symbols. When a sign or symbol occurs as one or in one of the first five words filed on in a title proper or other title for which a title added entry is made, make an additional added entry substituting the name or a written form for the corresponding sign or symbol if this can be done concisely and if it is thought that some users of the catalog might reasonably expect that the sign/symbol would be given in that form in the source.

Title proper: Transforming #1 ...

Title a.e.s.: I. Title. II. Title: Transforming number one.

Title proper: 100% cooperation with the United States ...

Title a.e.s.: I. Title. II. Title: One hundred percent cooperation with the United States.

Title proper: The 2\$ window on Wall Street ...

Title a.e.s.: I. Title. II. Title: Two dollar window on Wall Street.

Title proper: Poe [illustration of a tree] : a simple introduction to experimental poetry ...
Title a.e.s.: I. Title: Poe. II. Title: Poetry. III. Title: Simple introduction to experimental poetry.

but

Title proper: Tables of the error function and its derivative, [reproduction of equations for the functions]
Title a.e.: I. Title.

12) Statement of responsibility. When a title proper begins with a separable statement of responsibility that is omitted from the uniform title (cf. 25.3B), make an additional title added entry for the title without the initial statement of responsibility.

Uniform title: [More beautiful you in 21 days]
Title proper: Eileen Ford's A more beautiful you in 21 days...
Title a.e.s.: I. Title. II. Title: More beautiful you in 21 days. III. Title: More beautiful you in twenty one days

13) Title same/similar to heading

a) Same as name heading/name reference. Do not apply the restriction stated in 21.30J1) prohibiting making an added entry for a title proper that is essentially the same as the main entry heading (or essentially the same as a reference leading to the main entry heading) if the heading represents a personal or corporate name.

b) Same as subject heading/subject reference. Do not apply the restriction stated in 21.30J3) prohibiting making an added entry for a title proper that is identical with a subject heading or identical with a direct reference to a subject heading used for the work.

14) Uniform title. Do not make title added entries for uniform titles. There may, however, be instances in which a title added entry is the same as the uniform title (e.g., cf. paragraph 12 above).

15) Other. If a title proper or other title for which an added entry is made contains data within the first five words filed on for which there could be an alternate form that would be filed differently, make an additional title added entry under that form if it is thought that some users of the catalog might reasonably expect that form to be given in the source.

Title proper: Actfive and other poems ...
Title a.e.s.: I. Title. II. Title: Act five and other poems.

Limitation on Additional Added Entries for the Same Title

When a single title exemplifies several of the above conditions, it is not necessary to make all the possible added entries; instead, limit the additional title added entries to those judged to be most useful.

Title proper: XX centuries & Mt. St. Helens ...
Title a.e.s.: I. Title. II. Title: 20 centuries and Mount Saint Helens. III. Title: Twenty centuries and Mount Saint Helens.

21.39. LITURGICAL WORKS. [New]

Psalters

Works using the word "psalter," or a cognate, in the title proper or other title information, are often reproductions of parts of medieval psalters, being published to present the art of the illustrative matter contained in the original psalter. Enter these incomplete psalters under the heading for the artist or under title if the artist is unknown (cf. RI 21.11B).

If the content is primarily textual, rather than illustrative, the choice is between texts with a Biblical emphasis and those with a liturgical emphasis. Enter the work under the heading for the church as a liturgical text if it contains any obvious liturgical element (as when one or more of the following are added to the psalms: canticles, antiphons, liturgical calendar, etc.); otherwise enter under the heading for the Psalms (cf. 25.18A).

22.2C3. No predominant name. [Rev.]

Restrict the application of 22.2C3 to situations meeting the following conditions:

- 1) the author has used two or more different names on his or her works, and
- 2) the author has written two or more works under two or more of the names, and
- 3) no name is used predominantly.

Otherwise, apply 22.2C2. Note that if 22.2C3 is applicable, a separate heading must be established for each name the author has used.

22.5D. Surnames with separately written prefixes. [Rev.]

Objective

The objective of this rule interpretation is to provide guidelines for the treatment of prefixes/particles (articles and prepositions) in certain names. Once a name and the appropriate references have been determined according to the appropriate rules, use the following guidelines in formulating the constituent parts of the name heading and references.

Guidelines

- 1) General. Apply these guidelines, as appropriate to
 - a) the heading and to references in a name authority record;
 - b) to a main or added entry (including subject) in a MARC bibliographic record.

In the examples used in the guidelines, only the germane references have been shown.

- 2) Prefix/particle immediately following entry element. If the entry element of a name is followed directly by a prefix/particle without intervening data (e.g., forename(s), name(s) serving the function of

a forename as in the case of certain Portuguese names, forename initial(s), separate the prefix/particle from the entry element by a comma and place the prefix/particle, etc., in the MARC record as part of the "c" subfield, the subfield for words and phrases associated with a name. The purpose of this practice is to provide consistent treatment in setting off the entry element of such names for reasons of searching and sorting, i.e., to prevent prefixes/particles from being treated as forenames.

Walle-Lissnijder, #van de
x Lissnijder, #Van de Walle-
x Van de Walle-Lissnijder
x Walle-Lissnijder, Edm. van de

De Sanctis
x Sanctis, #De

Codemoy, Gérard de, d. 1684
x Fourneillis, #des, d. 1684

Diego O., Carlos A. de
x Diego, #de

but

De la Mare, Walter, 1873-1956.
x La Mare, Walter De, 1873-1956
x Mare, Walter De la, 1873-1956

Von Furstenberg, George M., 1941-
x Furstenberg, George M. von, 1941-

Cunha, José Antônio Flores da
x Cunha, Flores da
x Da Cunha, José Antônio Flores

3) Prefixes/particles in names lacking forenames but containing words or phrases associated with the name. Formulate such name headings with the prefixes/particles following any words or phrases associated with the name.

Winter, #Doctor de
(do not make the reference Winter, de, Doctor)

L'Épée, Charles-Michel de, 1712-1789
x L'Épée, #abbé de, (Charles-Michel) 1712-1789

La Fayette, #Madame de (Marie-Madeleine Pioche de La Vergne), 1634-1693
x LaFayette, #Madame de (Marie-Madeleine Pioche de La Vergne), 1634-1693
x Fayette, #Madame de La (Marie-Madeleine Pioche de La Verne), 1634-1693
x De La Fayette, #Madame (Marie-Madeleine Pioche de La Vergne), 1634-1693
(do not make the references La Fayette, de, Madame (Marie-Madeleine Pioche de La Vergne), 1634-1693 or Fayette, de La, Madame (Marie-Madeleine Pioche de La Vergne), 1634-1693)

If such names include qualifications, formulate the data constituting the heading or references according to the pattern: entry element of the heading or reference, words or phrases associated with the name ("c" subfield data), prefix/particle, qualifier, and date.

Lettow-Vorbeck, †General von (Paul Emil), 1870-1964
x Vorbeck, Lettow-, †General von (Paul Emil),
1870-1964
x Lettow-Vorbeck, †Colonel von (Paul Emil),
1870-1964
x Von Lettow-Vorbeck, †Colonel (Paul Emil),
1870-1964

La Caille, †abbé de (Nicolas-Louis), 1713-1762
x Caille, †abbé de La (Nicholas-Louis), 1713-1762
x De La Caille, †abbe (Nicholas-Louis), 1713-1762

Gatti de Galmond, †Madame (Zoé Charlotte), 1812-1854
x De Galmond, Gatti, Madame (Zoé Charlotte),
1730-1810
x Galmond, Gatti de, Madame (Zoé Charlotte),
1812-1854

Sigaud de La Fond, † M. (Joseph Aignan), 1730-1810
x De La Fond, Sigaud, M. (Joseph Aignan),
1730-1810
x La Fond, Sigaud de, M. (Joseph Aignan),
1730-1810
x Fond, Sigaud de La, M. (Joseph Aignan)
1730-1810

22.16A. [Rev.]. For names that conflict, see 22.18-22.20.

For references, apply the provisions in LCRI 26.

Apply the optional provision. This means adding within parentheses the full form of an initial used in the heading when the full form is known with certainty. (In case of doubt, do not add the full form.) Do not search solely to discover this information if there is no conflict.

When adding the full form, observe the following guidelines:

1) If the initial occurs in the forename portion of the surname-forename heading, give in the parenthetical addition not only the full form but also the other forenames that appear in the forename portion of the heading. However, do not include a particle or prefix that appears in the forename portion. Place the parenthetical addition directly after the forename portion and before any other additions (e.g., date, title).

Flem, F. A. (Floyd A.)

Smith, T. B. (T. Basil)

Wright, G. H. von (George Henrik), 1916-

Beruete y Moret, A. de (Aureliano), 1876-1922

Jaina, Pra. (Prākaśa)

("Pra." is the systematically romanized form of a
single nonroman initial)

Smith, Arthur D. (Arthur Dwight), 1907-

**Bwindi, Francis A. A. L. (Francis A.A. Lovemore),
1955-**

2) If the initial occurs in the surname portion of the surname-forename heading, give in the parenthetical addition not only the full form but also the other surnames that appear in the surname portion of the heading. Place the parenthetical addition directly after the forename portion as in 1) above.

Rodríguez H. Guadalupe (Rodríguez Hernández)

3) If an initial occurs in both the forename and surname portions of a surname-forename heading, give in the parenthetical addition all the names that appear in the heading and in running form. Place the parenthetical addition directly after the forename portion as in 1) above.

González R., Pedro F. (Pedro Felipe González Rodríguez)

4) If the initial occurs in the name entered as a given name etc., given in the parenthetical addition all the names that appear in the heading. Place the parenthetical addition directly after the given name and before any other additions (e.g., date, title).

A. Samad Said (Abdul Samad Said), 1935-

M. Alicia (Mary Alicia), Sister, S.C.N.

5) If the heading consists solely of initials (cf. 22.10), give in the parenthetical addition the full form if there is no doubt what the initials stand for.

H. D. (Hilda Doolittle), 1886-1961

Extend the option to names established under 22.15A that consists of a surname and a term of address, etc., by giving in the parenthetical addition the forenames that belong with the surname. Do not include within the addition a particle or prefix that appears to the right of the comma in the heading. Place the parenthetical addition directly after the term of address, etc.

Petit, M. (Jean-Philippe)
("M." is known to stand for "Monsieur")

La Caille, abbé de (Nicolas-Louis), 1713-1762

Exceptions

1) Do not apply 22.16A to a name in which the letters of the forename initials used in the heading differ from the letters used in the full forename.

Reddi, Vai. Si. Vi., 1926-

not

Reddi, Vai. Si. Vi. (Emmanuru Cinna Venkata), 1926-

Jaina, Pi.

not

Jaina, Pi. (Prākaśa)

Ajgaonkar, G.F.

not

Ajgaonkar, G.F. (Gundu Phatu)

2) Do not apply 22.16A to a heading for a married woman that consists of her husband's surname and initial(s).

Renfro, Roy E., Mrs.
x Renfro, Helen Kay

not

Renfro, Roy E. (Roy Edward), Mrs.

3) Do not add the fuller form to an existing heading falling into either of these categories:

a) The name authority record for it has already been coded "AACR 2" or "AACR 2 compatible"

b) The heading is represented by an access point on an existing bibliographic record in the catalog (i.e., the file against which the cataloging and searching is done) and is otherwise in accord with current policy

established heading: **Eddison, C. D.**

new information: "C. D." stands for "Carlton Daniel"

(Do not change the heading to: Eddison, C. D. (Carlton Daniel))

established heading: **Jáuregui C., Juan Heriberto.**

new information: "C." stands for "Cordero"

(Do not change the heading to: Jáuregui C., Juan Heriberto (Jáuregui Cordero))

However, if such a heading must be revised later, add the fuller form.

24.13, type 5. [Rev.]. Applicability

Understand the term "includes" in the rule to apply to any linguistic relationship between the name of the body and its parent (higher or related) body, not just to those shown in the examples under type 5.

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: Osteuropa-Institut an der
Freien Universität
heading for parent body: **Freie Universität Berlin**
heading for subordinate body: Freie Universität
Berlin. Osteuropa-Institut

name of subordinate body: Hoechst Chemical Society
heading for parent body: **Hoechst A. G.**
heading for subordinate body: **Hoechst Chemical Society**
not Hoechst A.G. Chemical Society

name of subordinate body: Cambridge University Library
heading for parent body: **University of Cambridge**
heading for subordinate body: **Cambridge University Library**
not University of Cambridge. Library

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: International Medical Commission of the Princess Takamatsu Cancer Research Fund
heading for parent body: **Takamatsu no Miya Hi Gan Kenkyū Kikin.**
heading for subordinate body: **Takamatsu no Miya Hi Gan Kenkyū Kikin. International Medical Commission.**

References

Routinely make a reference from the entire name of a body entered under type 5. Note, however, if the name also fits 24.13, type 1, a reference from the entire name is unnecessary.

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 institution 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.)

24.17. General Rule. [Rev.]

United Nations

Treat the United Nations as a government body when determining the heading for its subordinate and related bodies.

National Commissions to Unesco

Establish the names of national Unesco commissions that are agencies of the governments they represent according to 24.17 or 24.18, type 2, not 24.18, type 10.

Soviet Bloc

When cataloging publications that emanate from a body within one of the countries of the Soviet bloc and one or more government agencies appear at head of title only as a "stamp of approval," do not refer through the names of the government agencies when establishing the emanator body. Do make a reference through the heading for the government itself (the country, republic, district, etc.).

Distinguish such cases, however, from other cases, which do occur even in the Soviet bloc, in which the government agency named has a hierarchical relationship. References through the agency or agencies must be made in these cases.

British County/Regional and District Councils

Establish the names of county, regional, and district councils in England, Scotland, Wales, and Northern Ireland according to 24.17 or 24.18, type 3, not 24.18, type 5, since the bodies are primarily administrative rather than legislative. (This applies also to the predecessor councils existing before the reorganization in 1974/1975.)

24.18, type 5. [New]. Do not apply 24.18, type 5, to the names of county, regional, and district councils in England, Scotland, Wales, and Northern Ireland, since the bodies are primarily administrative rather than legislative. Instead, apply 24.17 or 24.18, type 3, to these names.

25.5B. [Rev.]. Serials/Including Series

General

Create a uniform title made up of title proper plus a parenthetical qualifier for any serial entered under title if the title proper is identical to the title proper of another serial in the catalog, regardless of whether the other serial is entered under title or under a name heading. The "catalog" referred to here is the file against which the searching and cataloging is being done. Serial catalogers are permitted to take into account any other serial of the same title they know of, whether or not it is in the catalog (e.g., it might be found in a reference work being searched by the serial cataloger for some other reason). Take into account only the main title of another serial, not variants traced as cross references or as added entries. In general, apply the following:

1) Do not predict a conflict.

2) Resolve the conflict by adding a uniform title to the bibliographic record for the serial in hand; do not add one also to the record for the serial cataloged earlier.

The uniform title created is used not only as the main entry heading on the bibliographic record for the serial itself but also whenever the serial is referred to in other access points (added entries or subjects) and in linking notes.

Choice of Qualifying Term

The terms most commonly used to qualify the title proper are the following:

- 1) Place
- 2) Corporate body
- 3) Place and date or Corporate body and date
- 4) Date
- 5) Edition statement, other title information, etc.

Depending on the situation, use either one term or a combination of terms. The order of the terms listed above is not intended as prescriptive; identify the particular situation and use the appropriate term or terms. For example, different editions of the same work, which bear differentiating edition statements, will ordinarily be distinguished by the use of the last mentioned category of terms above, as the first choice from the point of view of appropriateness. There is a special problem with the choice place vs. body, however, and when one is facing this choice, follow the hierarchy indicated both by the order and the wording of the first two of the provisions below.

Place of publication

Generally use place of publication as the qualifying term.

Arrow (Montréal, Québec)
Arrow (Castlegar, B.C.)
Transactions of the Illuminating Engineering Society
(London, England)
Transactions of the Illuminating Engineering Society
(New York, N.Y.)
Light (Brooklyn, New York, N.Y.)
Light (Toronto, Ont.)

If the work is published in more than one place, choose as the qualifying term the place that would be named first in the publication, distribution, etc., area for the first issue published, or the earliest issue for which a place is known, or the earliest issue in hand—in that order of preference. (For monograph catalogers: if there is no collected set record to consult for this information, take it from the piece in hand.)

Corporate body

Exceptionally, in the following cases use as the qualifier the heading for the body with which the work originated or by which it was issued or published:

1) The title proper consists solely of an indication of type of publication and/or periodicity (exclusive of articles, prepositions, and conjunctions).

Bulletin (Balai Pengolahan Galian (Indonesia))
Bulletin (California. Dept. of Water Resources)
Occasional paper (Australia. Bureau of Agricultural
Economics)
Occasional paper (University of the West Indies
(Cave Hill, Barbados). Institute of Social and
Economic Research)

If more than one corporate body is associated with the work, choose as the qualifying term the name of the body responsible for the serial, rather than the one only publishing it. If multiple bodies are performing the same function in relation to the work, choose the one named first.

2) The addition of place as a qualifying term is inadequate to resolve the conflict, because another work with the same title was published in the same place.

Contact (Toronto Nutrition Committee)
Contact (Real Estate Institute of Canada)
(Both works published in Toronto)

3) The title includes the initials or other abbreviation of the issuing body's name.

AIJ proceedings (American Institute of Journalists)
AIJ proceedings (Association of Iron Joiners)

Other qualifiers

Make the choice from the following possibilities, according to what is most appropriate for the particular situation.

1) Use a combination of either place and date or corporate body and date, whichever would be appropriate according to the preceding statements for place or body alone.

Bulletin (Canadian Association of Medical Record
Librarians : 1944)
Bulletin (Canadian Association of Medical Record
Librarians : 1971)
(Published between 1969 and 1971 under title: CAMRL
newsletter)

Science bulletin (Chicago, Ill.)
Science bulletin (Akron, Ohio : 1921)
Science bulletin (Akron, Ohio : 1980)
(Published between 1923 and 1980 under title:
Science and technology bulletin)

2) Use the beginning date of publication alone (or if unavailable, the earliest date known)—as when place or body is already present in the title.

San Francisco journal (1944)
San Francisco journal (1980)

Papers read before the Historical and Scientific
Society of Manitoba (1945)
Papers read before the Historical and Scientific
Society of Manitoba (1967)
(Published between 1965 and 1966 under title:
Transactions of ...)

3) Use any element or combination of elements extracted from the description of the work (e.g., edition statement or other title information) that will serve to distinguish it from other works.

Blue book contractors register (New York--New Jersey--Connecticut edition)
Blue book contractors register (Southern California edition)

Form of Qualifying Term

The form of the qualifier is shown by the examples above. Note that normal practices for qualifiers added to corporate headings apply here also, with a single exception: when a body (as opposed to a geographic name) is used as a qualifier, copy its heading from the name authority record exactly, with no deletions, rearrangements, changes in punctuation, etc.

Special report (Northern Illinois University. Center for Southeast Asian Studies)
Occasional publication (Popular Archaeology (Firm))

Special Situations

Common/section titles

If the title proper of a serial consists of a common title and the title of a section or part (see 12.1B3), create a uniform title for the work only if there is another serial with exactly the same common title and title of a section or part, i.e., do not create a uniform title when there is another serial with a title that is the same as the common title but with a different title of a section or part. (Disregard the fact that one or more of the section titles of a particular common title may bear a uniform title but other section titles of the same title do not, or that a particular common title when appearing alone has a uniform title but the same common title appearing with its section titles does not.)

Generally place the qualifier at the end, i.e., following the title of the section or part.

Bulletin. Series A (Corporate Body Z)
Bulletin. Series A (Corporate Body Y)

but

Bulletin. Series W
(Issued by Corporate Body Y but the entire title is unique)

Bibliography series (Place X)
Bibliography series (Place W)

but

Bibliography series. Philosophic works
(Published in Place W but the entire title is unique)

When the main title has its own numbering, however, so that the situation is one of series/subseries, the uniform title for the subseries consists of the uniform title the main series has (or would have) plus the title of the subseries.

Technical report (Minnesota. Division of Waters)
Technical report (Kansas Water Office)
(Has its own numbering)

Technical report (Kansas Water Office). Monograph series.
(made up example)

Apply this same practice to cases in which the section title represents a supplement and the main title has (or would have) a uniform title. Copy first the uniform title for the main work and add the title of the supplement to that.

Statistical bulletin (Gaborone, Botswana)
Statistical bulletin (Bamako, Mali)

Statistical bulletin (Bamako, Mali). Supplement.

Main Entry Under a Name Heading

Qualify the title proper by adding in parentheses a term consisting of date, other title information, an "edition" statement, or any other term or combination of terms that will serve to distinguish the work from others with the same title proper entered under the same name heading.

Canada. Dept. of Public Works.
[Annual report (1965)]
Annual report ...

Canada. Dept. of Public Works.
[Annual report (1977)]
Annual report ...
(Published 1972-1976 under title: Report)

Title Consisting of Corporate Name Alone

If the title of a series entered under title consists solely of the name of a corporate body (including corporate name initials), always assign a uniform title that consists of the title qualified by the term "(Series)" even if there is no conflict. (Apply this to all series and to multipart items as well.) Note that it is the name of the body found on the item, not the heading for this corporate name that is transcribed as the title.

Centre de recherches d'histoire ancienne (Series)
Oxford Historical Society (Series)
HAZ (Series)

Reprints, microform copies, etc.

When a serial reappears as a reprint, as a microform copy or re-issue, as a braille edition, etc., do not use a uniform title to distinguish one of these secondary manifestations from the original. If the original itself has a uniform title, use the same uniform title for the other manifestation.

The preceding represents the Library of Congress policy. To others who wish to make the differentiation not provided here, we recommend that they not use the technique of a uniform title including parenthetical qualifier. Instead, they should use for the secondary manifestation a special uniform title that consists of the title (or uniform title) of the original followed by a period and a subdivision designating the secondary manifestation appropriately.

Art (Philadelphia, Pa.) Reprint (1970)
Art (Philadelphia, Pa.) Reprint (1977)

Rose fanciers at large
Rose fanciers at large. Microform.

Changes in Uniform Title Headings

When the name of a corporate body is used as a qualifying term in the uniform title and the name of that body changes or the body's responsibilities for the publication are assumed by another body, create a new record (successive entry), using the new form of name (or the name of the body newly responsible) as the qualifying term in the uniform title. Relate the two records by means of a linking entry note, citing each in uniform title form. (Also make connecting references between the two titles in the case of monographic series.)

If something other than a corporate body has been used as a qualifying term and there is a change in its form or in fact, do not change the uniform title and do not create a new entry. (A note may be added to the record indicating that a change has occurred; if the work is a series, make a reference from the title followed by the changed qualifier.)

If a title established before September 1983 is qualified by body but under present policy would be qualified by a different qualifier, change the qualifier whenever the existing corporate body qualifier becomes inappropriate (as when the name of the body changes or when the body is no longer responsible for the publication). This means creating one record for the publication (and changing or deleting existing records as appropriate).

Do not otherwise change uniform title headings to bring them in line with these instructions.

Monographs that Conflict

If a monograph is entered under a title proper that is the same as the title proper main entry of another work, do not assign a uniform title to either work simply to distinguish them, even if there are multiple editions of either work.

France / préface de Pierre Mendès-France. --
Genève ; New York : Nagel, 1955.

La **France**. -- Paris : Librairie Larousse, 1967.

France. -- Paris : Documentation française, 1972.

However, if another manifestation of one of these works requires a uniform title (e.g., a translation, excerpts) or if one of these works is used in a subject or added entry, assign a uniform title to the particular work according to the provisions for adding a qualifier to a serial title. (If a multipart monograph has been issued in multiple editions and is analyzable, treat each edition as a different work for purposes of assigning a uniform title; generally use the edition statement as the qualifying term.) This same uniform title must be used in all entries for the work. Existing records in which the work appears as a main or secondary entry must be changed. Note: Do not assign a uniform title if the conflicting work is being used only in an analytical added entry.

France (Geneva, Switzerland). English.

France / preface by Pierre Mendès-France ;
translated by William H. Parker. -- Geneva ; New
York : Nagel, 1956.

(A translation of the 1955 work)

France (Geneva, Switzerland)

France / préface de Pierre Mendès-France. --
Genève ; New York : Nagel, 1955.

(Revised bibliographic record for the 1955 work)

Main Entry under a Name Heading

If a multipart monograph that is analyzable is entered under a personal or corporate body heading and the title proper or uniform title conflicts with the title proper or uniform title used on an existing bibliographic record entered under the same heading, create or change a uniform title for the multipart monograph by adding to the title proper (or uniform title) a qualifying term according to the provisions for adding a qualifier to a serial title.

Elias, Norbert.

[Über den Prozess der Zivilisation. English
(Oxford, Oxfordshire)]
The civilizing process ... Oxford : B. Blackwell

Elias, Norbert.

[Über den Prozess der Zivilisation. English
(New York, N.Y.)]
The civilizing process ... New York : Pantheon Books

Radio and Television Programs

In the heading for a radio or television program, add to the name the qualifier "(Radio program)" or "(Television program)" in all cases.

U.S. Census Publications

For U.S. Bureau of Census publications that contain the census or parts of it, use a uniform title consisting of the name of the census, qualified by the year of the census. Add to this basic uniform title parts of the census as subdivisions.

title proper: 1972 census of construction industries
uniform title: Census of construction industries
(1972)

title proper: Numerical list of manufactured
products: 1972 census of manufactures
uniform title: Census of manufactures (1972).
Numerical list of manufactured products

title proper: Census of housing, 1960
uniform title: Census of housing (1960)

Comics

If a comic strip, single panel cartoon, etc., is entered under its title, establish a uniform title for the work that consists of its title, followed by an appropriate parenthetical qualifier (e.g., "Batman (Comic strip)").

Motion Pictures

If a heading for a motion picture is under title, and this heading is needed in a secondary entry, add the qualifier "(Motion picture)" to the title whenever the title is the same as a subject heading appearing in Library of Congress Subject Headings (latest edition) or the title has been used as the title of another work. (It does not matter if the other work is entered under title or under a name heading.) This same uniform title must be used in all entries for the work. (Existing

records in which the motion picture is used as a main or secondary entry must be changed.) Note: Do not add a qualifier if the motion picture is used only in an analytical added entry.

new work

Copland, Aaron, 1900-
The red pony ...
(Music for the motion picture of the same title)

existing works

Steinbeck, John, 1902-1968.
The red pony ...
(A book)

The Red pony [motion picture] ...

added entry on the new work

I. Red pony (Motion picture)

revised record for the motion picture

Red pony (Motion picture)
The red pony [motion picture] ...

25.18A. Bible. [New]

Psalters

Works using the word "psalter," or a cognate, in the title proper or other title information, are often reproductions of parts of medieval psalters, being published to present the art of the illustrative matter contained in the original psalter. Enter these incomplete psalters under the heading for the artist or under title if the artist is unknown (cf. RI 21.11B).

If the content is primarily textual, rather than illustrative, the choice is between texts with a Biblical emphasis and those with a liturgical emphasis. Enter the work under the heading for the church as a liturgical text if it contains any obvious liturgical element (as when one or more of the following are added to the psalms: canticles, antiphons, liturgical calendar, etc.; cf. 21.39); otherwise enter under the heading for the Psalms.

SELECTION FOR CIP CATALOGING OF CERTAIN ITEMS REJECTED FOR LC'S COLLECTIONS

The Library of Congress does not add to its collections the following categories of publications, although CIP cataloging is provided:

- 1) Reprints of works originally published after 1970, when the original edition or an earlier reprint is already in the collections;
- 2) Paperback editions of hardback books, when the hardback is already in the collections. If, however, the paperback should be retained because the hardback original was published before 1971 (cf. 1¹ above), do not apply this exclusion.

1/ N. B. LC acquires U.S. reprints of foreign imprints already in the collections, but not foreign reprints of U.S. imprints in the collections, regardless of the date of these foreign reprints.

- 3) Large-type editions of works whether or not the regular-type edition is already in the collections;
- 4) Textbooks at the secondary school level, with the exception of those for American history.

SUBJECT HEADINGS

SUBJECT HEADINGS OF CURRENT INTEREST

Third quarter, 1983

Basic needs (Indirect)
 Caring
 Cataloging of machine-readable data files
 Children of homosexual parents (Indirect)
 Computer camps (Indirect)
 Criminal behavior (Indirect)
 Day care centers for the handicapped (Indirect)
 Firearms ownership (Indirect)
 Flea markets (Indirect)
 Heimlich maneuver
 Homosexual parents (Indirect)
 Machine-readable data files
 Missile attack warning systems (Indirect)
 Narcotics dealers (Indirect)
 Nonalignment
 Occupational health services (Indirect)
 Passive-aggressive personality (Indirect)
 Pets--Death
 Portable computers
 Purchasing power parity (Indirect)
 Roommates (Indirect)
 Self-experimentation in medicine (Indirect)
 Sexual division of labor (Indirect)
 Starch blockers (Indirect)
 Trauma centers (Indirect)
 Type A behavior (Indirect)
 Violence in psychiatric hospitals (Indirect)

Fourth quarter, 1983

Earthworks (Art) (Indirect)
 Employer-supported day care (Indirect)
 Mass media and women (Indirect)
 Star Wars films
 Transcutaneous electrical nerve stimulation (Indirect)

THE SUBDIVISION "DESCRIPTION"

The scope note under the subdivision —Description in the Introduction to the 8th edition of LCSH (reprinted in Library of Congress Subject Headings; a Guide to Subdivision Practice) has been amended as follows:

DESCRIPTION

Use under names of cities or universities for description of existing conditions or features, including personal impressions of them.

The subdivision is no longer to be used under names of parks, mountain peaks, or other geographic areas of limited size. For parks use only the name of the park for descriptions of this kind. For mountain peaks, etc., use the subdivision —Description and travel under the name of the particular entity.

LC CLASSIFICATION

LAW CLASSIFICATION SCHEDULES

The announcement in Cataloging Service Bulletin, no. 20, of the forthcoming Law of Latin America (now anticipated in late 1984) raised some questions about the deviation from the draft outline of Class K published in 1970. The announcement was made to the law library community in 1979 that the original draft outline had been found to be inadequate and was being abandoned. The announcement is given below for the benefit of general libraries that await the completion of Class K.

Future development of Law Subclasses KJ-KZ

In July 1979 it was decided that the original draft outline of Class K published in 1970 would require substantial restructuring to take into account political developments of the late 1960's and increased acquisitions of Asian and African legal materials. Study of the old outline revealed that it would be desirable to rearrange the order of countries into an alphabetical sequence instead of into geographic sequence clusters. This change would alter the previously-announced class letters for each country, especially because it also seemed desirable to allot to each country a separate three-letter designation.

Consequently, a preliminary draft outline was created to determine whether enough three-letter combinations were available so that the desired goals could be achieved. The goals do seem realistic, although numerous questions remain about island groupings. As a result, the revised draft outline is not yet available.

Countries covered by KJ-KZ in the original outline will be arranged by continent or other major geographic area. Within each major area, regions and regional organizations will be classed first. Then will follow the individual countries in an alphabetic order. The basic groupings planned currently are:

- Europe
- Soviet Union
- Asia
 - Southwest Asia. Near East
 - South and Southeast Asia. The Far East
 - Islands of the Indian and Pacific Ocean
- Africa
 - North Africa
 - Sub-Saharan Africa
 - Offshore Africa. Islands of the Atlantic and Indian Ocean
- Australia
- New Guinea
- New Zealand
- Oceania
- Antarctica

The flow of political events and the insight gained through future development of subclasses, especially by development of the regional schedules, will undoubtedly alter the positions and, therefore, the letter combinations for specific countries. For that reason, a fuller listing cannot be supplied at this time.

ADDITIONS AND CHANGES TO LC CLASSIFICATION

A questionnaire on the quarterly noncumulative Additions and Changes to LC Classification was included on page 31 of Cataloging Service Bulletin, no. 19 (Winter 1982). As of November 30, 1983, 287 responses had been received with more than half in favor of the current system.

	Number	Percent
Continue quarterly as currently	162	56
Change to twice a year	53	18
Change to an annual	62	22
Uncertain	<u>10</u>	<u>3</u>
Total	287	100%

As a result, the Library sees no demand for a change in its current pattern of publication.

One suggestion was implemented immediately: the class letter has been added to the upper-right corner of each page to facilitate use.

The comments included in the responses provided several interesting alternatives for dealing with the Additions and Changes. The most common response is exemplified by the following:

"The issue is taken apart and filed in notebooks by class number. All additions and changes pertaining to one class number are therefore filed in one notebook. These are consulted by catalogers as they assign a class number. They are retained until replaced by the Gale cumulation."

Other ways of handling these included the following:

"Each issue is divided by class letter, stapled, and filed in specially-made boxes with pigeon-holes for each letter."

"Cancellations and major changes are written in, but all adds and changes are cut and pasted on plain loose leaf notebook sheets according to their letters (all PR together, etc.). The list number and date are on each piece pasted in."

"We keep folders for each class and separate the lists so that each add and change is filed with its own schedule. We enter in the schedule as we use new numbers, either by writing or cutting out and pasting."

"Sometimes warning cards are filed in the shelf list." [Although the correspondent didn't explain fully, we presume that the warning cites the issue of A&C.]

"We record all changes in the class we use most frequently."

"A note is made in the appropriate less commonly used schedules referring to the A&C listing of important changes."

"Each cataloger uses A&C at a central references table."

"Issues are cut apart and pasted in a master corrections and changes schedule."

"The only time we consult A&C is when a number doesn't seem to fit in the shelflist."

We thank all who took the time to reply to the questionnaire and to describe their systems of keeping up with changes in LC class numbers.

DECIMAL CLASSIFICATION

PUBLICATIONS OF VALUE TO THE USERS OF EDITION 19 OF THE DEWEY DECIMAL CLASSIFICATION (DDC)

Manual on the use of the Dewey Decimal Classification: Edition 19. Prepared by the editors of the DDC and published by Forest Press (85 Watervliet Avenue, Albany, NY 12206). Paper 552 Pages, \$20 plus \$3.50 postage and handling (\$5.50 outside USA). Order from Forest Press.

An explanation in DDC order of the official policy of the Decimal Classification Division regarding problem areas in applying the DDC. Indexes to numbers and to topics. One-fourth of the entries gives numbers for topics not in Edition 19. Published 1982.

DDC Atlas. Prepared by the editors of the DDC to be published by Forest Press (85 Watervliet Avenue, Albany, NY 12206) in mid-1984. Price not yet set.

Maps of oceans, continents, ancient areas, modern countries, states and provinces of the U.S. and Canada, giving names of countries and larger jurisdictions with DDC area numbers. Index to geographic entities, including many cities and regions not in the Edition 19 area table. Available from Forest Press in mid-1984.

The only...
in the...
The...
The...

STANDARD CLASSIFICATION

REVISIONS OF THE...

It is...
The...

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