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GENERAL

CIP MEDICAL TITLES

After the successful completion of a pilot project begun in March 1984, the Library of Congress and the National Library of Medicine have begun a cooperative effort in the preparation of catalog records for forthcoming medical books through the Cataloging in Publication (CIP) Program.

The National Library of Medicine (NLM) has been supplying LC with Medical Subject Headings (MeSH) and classification numbers for medical CIP records since 1972. As of October 1984, NLM will assume full responsibility for cataloging all medical CIPs currently received by LC. Until that time, medical CIPs will continue to be handled by both libraries.

NLM will provide all descriptive cataloging as well as MeSH subject headings and NLM classification numbers. LC will continue to provide its subject headings and classification numbers. Because the files of the Library of Congress and the National Library of Medicine will at times substantiate different name headings for the same person or body, an effort has been made to reconcile these differences. These name authorities can be identified by special NLM and NLM/LC file citations and some previously established AACR 2 headings will be changed to gain consistency between the two files.

Series statements and tracings in the NLM CIP records, which LC distributes, reflect LC's policies and practices for form of heading and treatment decisions. In most cases LC policy and practice and NLM local policy and practice coincide. In the minority of cases when the two libraries differ, the bibliographic records distributed by NLM will reflect their local policy and practice.

CHANGE TO SERIES TRACINGS

In late September the Library began to issue revised MARC Books records in which series added entries are revised to reflect the AACR 2 forms of those series. These records are being changed by a contractor working onsite. This project, which is estimated to last about a year and result in changes to approximately 25,000 records, is being called the "series flip" to distinguish it from the "bib flip" currently in its second year. During the series flip, the AACR 2 form of name and number will replace the former tracings. The AACR 2 forms will be placed in 8xx fields even if those 8xx fields exactly duplicate the statements in the 4xx fields. This decision was taken because of the varying practices of recording series statements that can be found in existing machine-readable records.

DESCRIPTIVE CATALOGING

LIBRARY OF CONGRESS RULE INTERPRETATIONS (LCRI)

Cumulative index of LCRI in issues of Cataloging Service Bulletin

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5.1B1. [Rev.]

Rule Change

The Joint Steering Committee for Revision of AACR has approved the following substitution for rules 5.11B1 and 5.1B2 in the printed text of AACR 2:

5.1B1. Record the title proper as instructed in 1.1B. If a title consists of the name(s) of one or more types of composition and one or more of the following statements—medium of performance, key, date of composition, and/number—record those elements as the title proper.

Rhapsody
Songs & folk music
Violin-Sonaten 1, 2, 3
String quartet 5
Sonate en ré majeur, opus 3, pour violin
Scherzo for two pianos, four hands
Symphony no. 3, A major, opus 56
String quintet no. 1, A major, op. 18
Zwei Praeludien und Fugen für Orgel, op. posth. 7
Musik für Saiteninstrumente, Schlagzeug und Celesta
Două piese pentru Orchestră
Prelude and fugue in A minor
Sinfonia I (1970)
VIII. Symphonie c-Moll

In all other cases, treat statements of medium of performance key, date of composition, and number as other title information (see 5.1E).

Die Meistersinger von Nürnberg
Sinfonia mazedonia
Little suite
Easter fresco
Georgia moon
Gigi
3 D.H. Lawrence love poems
Hymne a la joie
Charles Aznavour présente ses plus grands succès
The vocal score and libretto of The merry widow
The Beatles song book
1952 electronic tape music

In case of doubt, treat statements of medium of performance, key, date of composition, and number as part of the title proper.

Serial Numbers

Transcribe as part of the title proper a serial number (whether it appears as arabic or roman numerals or spelled out) which appears in conjunction with the title but without the designation "no." or its equivalent, regardless of the nature of the title.

Antiphony II : variations on a theme of Cavafy
not Antiphony : II : variations on a theme of Cavafy

Multiple Parallel Data

When succeeding statements of key, etc., are broken up in the source rather than grouped together by language, transcribe the statements so that all elements in one language are together. Treat the first group of elements in one language as part of the title proper and precede each one after the first by an equals sign. Thus,

5.2B1. [Rev.]. Focusing on the concept of "edition" for music publications, note the following points: care must be taken to distinguish between edition statements of the book type, which are found in music publications, and the very common musical presentation statements that should not be taken as edition statements. A musical presentation statement is one that indicates the version, the arrangements, etc., of a work or the form in which a work is presented in the publication (i.e., the music format). Unfortunately, these statements frequently include the word "edition." Even so, they should not be regarded as edition statements. The last two examples under 5.2B1, which read "Ed. for 2 pianos" and "Ausg. fur 2 Klaviere," show musical presentation statements of responsibility because they conform to rule 1.1F14, which allows one to "transcribe a statement of responsibility even if no person or body is named in that statement."

Thus musical presentation statements go in the statement of responsibility when the music itself is meant: a version of the music, an arrangement of the music, even a transposition of the music. In all these cases, an "author" is responsible for a changing of the original work. In other cases, when the music format is meant (e.g., edition in score format, edition as a set of parts, etc.), then the musical presentation statement should be transcribed according to 5.3.

12.1D1. [Rev.]. Cancel; covered by LCRI 12.7B5.

12.3G. Successive designations. [Rev.]

One Serial or Two?

In general make separate records when the numbering system is repeated (e.g., "1" is used again), and the publisher does not link the old and the new systems with a designation such as "new series." There are exceptional cases, of course, when the serial remains essentially the same although the numbering starts again and there is no linking designation, but normally a new numbering system suggests that other changes have taken place, meaning that one has a new serial. Rule 12.3G then should be applied only after the cataloger has decided that "a serial," not "serials," is involved.

New Designation Systems

Do not consider that a serial has adopted a new designation system when there is just a change in numeric or chronological designation, e.g., as when a serial begins by having both a numeric and a chronological designation and the numeric designation is dropped, or a serial begins with a chronological designation only and a numeric designation is added later. Explain such changes in notes (see 12.7B8).

12.7B5. Parallel titles and other title information. [New]. The following parallel title situations may occur when the same title proper appears on the chief source of both issues involved:

1) The chief source of another issue has a parallel title that did not appear on the chief source of the issue on which the description was based;¹

¹ Do not consider the title paper to have changed although the addition of the title in another language or script would affect the choice of title proper if the description were based on the other issue (LCRI 21.2A).

2) The chief source of another issue does not have a parallel title that appeared on the chief source of the issue on which the description was based;

3) The chief source of another issue has a variation of the parallel title that appeared on the chief source of the issue on which the description was based.

If this information is considered to be important, record it in a note. Include in the note the name of the language of the title being referred to. Do not use the term "parallel title" in notes.

Issues for déc. 1979- have English title:
Studies of comparative literature.

Issues for Mar. 1981- have Russian title:
Sbornik.

Issues for summer 1983- lack English title.

Vols. for 1981-1982 lack Arabic and French titles.

German title varies.

Swedish title varies: Årsbok, 1980-

Swedish title varies: 1980- , Årsbok.

22.1B. [Rev.]

Spacing and Punctuation Conventions in Personal Name Headings in Access Points in Name Authority and Bibliographic Records

1) Initials/letters

a) Name portion of heading

Periods. If the name of a person consists of or contains initials, insert a period after an initial if it is certain that the letter is an initial. In case of doubt, do not insert a period.

Eliot, T. S.
H. D.

If the name consists of separate letters that are presumed not to be initials, omit or include periods according to the predominant usage of the person.

X Y Z

Spaces. If the name contains two or more forenames represented by initials, consists entirely of initials, or consists entirely of separate letters that are not initials, leave a single space between the initials/letters in all cases.

Eliot, T. S.
H. D.
X Y Z

b) "Additions" to name heading

Periods. Omit or include periods according to the predominant usage of the person (or their appearance in reference sources, if appropriate).

Spaces. Do not leave spaces between single initials/letters.

Brown, G. B., F.I.P.S.

Treat an abbreviation consisting of more than a single letter as if it were a distinct word, separating it with a space from preceding and succeeding words or initials/letters.

Brown, G. B., Ph. D.

2) Names with portions abbreviated or missing. If the personal name is abbreviated (two or more letters present as opposed to a single letter used as an initial) or if a forename is missing from a name entered under surname, do not leave open space after the abbreviation or missing forename. Instead, insert, as appropriate,

a comma and one space;

Matos, <u>Á</u> , 1943-	Á, 1943-
not Matos,	
Costa, <u>Torres</u> .	Torres.
not Costa,	
Valmer, <u>capitaine</u> .	capitaine.
not Valmer,	
Morrison, <u>1776-1815</u> .	1776-1815.
not Morrison,	
Mason, <u>Mrs.</u>	Mrs.
not Mason,	

a period;

Tissot.	
not Tissot,	
Corpeleijn, <u>W. F. Th.</u>	
not Corpeleijn, W. F. Th	
Junager, <u>Sv.-Aa.</u>	-Aa
not Junager, Sv	

a period and one space;

Enschedé, <u>Ch. J.</u>	J
not Enschedé, Ch	

a period, a comma, and one space;

Jones, <u>Th.</u> , 1910-	1910-
not Jones, Th	
Calles <u>Ll.</u> , Alfonso.	, Alfonso
not Calles Ll	
Dahlan Aman, <u>Mohd.</u> , Haji.	, Haji.
not Dahlan Aman, Mohd	

3) Names entered under last element of multiple element surname. When a name heading lacking any forename(s) is entered under the last

element of a multiple element surname and a reference is traced from the surname in direct order, do not add a comma after the tracing.

Rosa, Ferreira da.
x Ferreira da Rosa

Reference generated from tracing:

Ferreira da Rosa
search under
Rosa, Ferreira da.

4) Surnames alone including prefixes/particles. If a name heading consisting entirely of one or more surnames also contains a separately written prefix/particle, see instructions in LCRI 22.5D.

5) Bibliographic description. Note that the spacing and punctuation conventions applied to personal names used in access points differ from those used in the descriptive portion of a bibliographic record; for the latter, see LCRI 1.0C.

Rule Application

In determining the name by which a person is commonly known "from the chief sources of information of works by that person issued in his or her language," include works issued both during and after the person's lifetime.

When the only works in the person's language are very early works, e.g., 15th-16th century, and the form of name appearing in them differs from the form used in modern reference sources in the person's language, prefer the latter.

Treat a music composer as an author and determine the name from the form found in the chief source for the published music. If no form in the published music is in the composer's language, determine the name from reference sources of the composer's country of residence or activity. If the name is not listed in these reference sources, use the name found in the published music.

[N.B. The following explanation and direction does not apply to authors writing in Portuguese (cf. LCRI 22.5C4).] When a person known primarily as an author is being established as a main or added entry and the chief source shows the name without forenames or forename initials, search briefly to see if there are other publications that could be called his or her works. If the search is successful, use the form that appears most frequently in the person's works. Otherwise, create the AACR 2 form for the person under surname without other names as it appears in the item being cataloged. Note the effect of 22.3A and the LCRI, however: it may be necessary to change the heading if subsequently received items show another form used more frequently.

For nonwriters (sculptors, painters, illustrators, and people who appear only as subjects), consider works "by" or about the person within the scope of "reference sources," as mentioned in footnote 1. Note that these sources must be issued in the person's language or in the language of his/her country of residence or activity.

"Conventional reference sources" is used here to refer to encyclopedias and such tools, while "other reference sources" is used to refer to any type of source other than conventional reference sources (these other sources are typically works by and about the person). The reason for making this distinction is that the next problem dealt with arises from having encountered a number of cases in which one form of name is consistently shown in the conventional reference sources, while another form as consistently appears in other reference sources. At such a time

prefer the more truly "sought" form according to the cataloger's knowledge of the person and the cataloger's judgment of the sources in the particular case.

If the person being established is not an author or not known primarily as an author and the only source for the person's name is the item being cataloged, use the fullest form found anywhere in the item whenever the name varies in fullness. If the item gives both a nickname and a real name, use the real name.

Treat persons involved in the graphic aspects of cartographic materials as nonwriters (e.g., cartographers, engravers).

For persons known by only a phrase or other appellation that does not contain a real name (cf. 22.11), use the form found in English-language reference sources if the phrase, etc., was not used by the person but was assigned to the person by scholars later.

If the name selected for the heading for a person known primarily as an author contains a name represented by an abbreviation rather than by an initial, use in the heading the name for which the abbreviation stands only if the abbreviation invariably stands for one unambiguous name. In all other cases, use the abbreviated form in the heading even if the full form of the name for the particular person is available at the time the heading is established.

name: Wm. Brownridge
heading: Brownridge, William.
not Brownridge, Wm.

name: Manuel Fdez.-Rivera Gracia
heading: Fernandex-Rivera Garcia, Manuel.
not Fdez.-Rivera Garcia, Manuel

name: Sa. Freeman
heading: Freeman, Sa.
x Freeman, Samuel

name: Th. Ziehen
heading: Ziehen, Th.
x Ziehen, Theodor

name: Th. de Waal.
heading: Waal, Th. de.

name: Mohd. Taib Osman
heading: Mohd. Taib Osman.

22.3D. Spelling. [Rev.]. For names of persons living in countries where orthographic reform has taken place (e.g., Indonesia/Malaysia, the Netherlands, Soviet Union), if the first item received gives the person's name in the old orthography, establish the name in that form; make a reference from the form in the reformed orthography. When, subsequently the first item with the name in the reformed orthography is received, change the heading to reflect the reformed orthography; make a reference from the earlier form.

If the person's works issued during his lifetime are all in the old orthography and posthumous publications begin to show the new orthography, delay changing the heading until 80% of the file agrees with the change to the new orthography.

If an Indonesian or Malay name is being established in the old orthography and there is no evidence for the name in the reformed orthography, make only one reference from the name in the reformed orthography and construct it in the form that matches the heading.

If an Indonesian or Malay name is being established in one orthography and there is evidence for the name in the other orthography, make a reference only from the form in the other orthography that is explicitly documented. Do not make an additional reference from an invented form in the other orthography that matches the heading.

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

If the name of a corporate body appears on its publications in different languages, apply the following:

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

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

If the name of a corporate body appears on its publications in one language form, construct the heading in the official language of the body (for nongovernment bodies) or official language of the country (for government bodies) whenever the official language is known and publications with the official language form are likely to be received. Take the name from a reliable reference source when the name in the official language does not appear in the body's publications. If the form in the official language is not available from a reliable reference source, use the form that is available and mark the heading "provisional." Change the heading when the official language form becomes known. If the official language is not known, or there is doubt about the official language, or it's unlikely that a publication with the official language form will ever be received, use the form appearing on the body's publications. Do not mark the heading "provisional."

25.32A1. [Rev.]. When selecting the title of a part of a musical work, follow 25.26A and 25.27A, but not 25.27B.

When all the parts of a musical work are identified by both a number and a title, use only the title in the uniform title.

Mozart, Wolfgang Amadeus
[Cosi fan tutte. Come scoglio]

When all the parts of a musical work are identified by both a number and a title and the title is the same for all the parts, use only the number in the uniform title.

Vivaldi, Antonio
[Estro armonico. N. 8]

When all the parts of a musical work are identified by a number and some of the parts are identified also by a title, use the number in the uniform title. Include also the title when there is one.

Schumann, Robert
[Album für die Jugend. Nr. 30]

Schumann, Robert
[Album für die Jugend. Nr. 2. Soldatenmarsch]

When a part of a musical work is subordinate to another part, include all the parts in the uniform title.

Praetorius, Hieronymus
[Opus musicum. Cantiones sacrae. O vos omnes]

EXCEPTION: Include the title or designation of a larger part, even if it is not distinctive, when it is necessary to identify the subordinate part.

Verdi, Giuseppe
[Traviata. Atto 3o. Preludio]

Handel, George Frideric
[Suites de pièces, 1er v. No 5. Air]

When only the titles of the parts are used in the uniform title and two or more parts have the same title, if the addition of medium of performance, a descriptive phrase, or other elements according to 25.31B1 is not appropriate, resolve the conflict by adding within parentheses the number of the part in the set.

Milán, Luis
[Maestro. Pavana (No. 23)]

Milán, Luis
[Maestro. Pavana (No. 24)]

Milán, Luis
[Maestro. Fantasia del primero tono (No. 1)]

Milán, Luis
[Maestro. Fantasia del primero tono (No. 40)]

A.53. LATVIAN. [New]

A.53A. Proper names and their derivatives

A.53A1. Lowercase names of peoples, races, and residents of specific localities: francūži; rīdzinieki.

A.53A2. Lowercase adjectives derived from names of members of religious groups, sects, religious orders, political and other organizations, names of languages, geographic names, and adjectives denoting nationality: kačolu ticība; angļu valoda; franču literatūra.

A.53A3. Lowercase common nouns used as a generic word in a geographic name: Zilais kalns; Smilšu iela.

A.53B. Names of corporate bodies

A.53B1. Capitalize every word in the names of highest Soviet governmental units and Communist Party organizations: Latvijas PSR Augstākā Padome.

A.53B2. Capitalize the first subject or distinctive word in names of governmental units of Soviet Latvia that begin with a proper noun or noun phrase: Latvijas PSR Valsts Leļļu teātris; Latvijas PSR Zinātnes akadēmija; Viļa Lāča Latvijas PSR Valsts Vēstures bibliotēka; Pēteru Stučkas Latvijas Valsts universitāte.

A.53B3. Capitalize the first word and proper nouns in names of other corporate bodies: Austrālijas latviešu teātris; Bauskas padomju saimniecība.

A.53C. Titles of persons

Lowercase titles of address and titles designating rank or office: Tilmaņa kundze; universitātes rektors; pagasta vecākais.

A.53D. Names of calendar divisions

Lowercase the names of days of the week and of months.

A.54. LTHUANIAN. [New]

A.54A. Proper names and their derivatives

A.541. Lowercase names of peoples, races, and residents of specific localities: amerikietis; lietuvis; rusas; uteniškis; kupiškėnas.

A.54A2. Lowercase names of religions and their adherents: katalikybė; protestantizmas; katalikas; protestantas.

A.54A3. Lowercase adjectives and nouns serving as adjectives denoting nationality, origin, etc.: lietuviškas sūris; lietuvių kalba.

A.54A4. Lowercase a common noun used as a generic word in a geographic name: Saratovo sritis; Suvalkų gubernija; Baltijos jūra; Jaunimo sodas.

A.54B. Names of corporate bodies

A.54B1. Capitalize every word in the names of the highest Soviet governmental units and Communist Party organizations except the word partija: Lietuvos TSR Ministrų Taryba; Lietuvos Komunistų partijos Centro Komitetas.

A.54B2. Capitalize the first word and proper nouns in names of other corporate bodies; if the name begins with one or more proper nouns signifying location, auspices, or an honorific, capitalize the following word as well: Lietuvos TSR Mokslų akademija; Lietuvos TSR Sveikatos

ministerija; Vilniaus Valstybinis V. Kapsuko vardo universitetas; Kauno Politechnikos institutas; Lietuvos TSR Valstybinis akademinis operos ir baleto teatras.

A.54C. Titles of persons

A.54C1. Capitalize the titles of the highest government and Communist Party officials: Lietuvos Komunistu partijos Pirmasis Sekretorius; Auksciausios Tarybos Prezidiumo Pirmininkas.

A.54C2. Capitalize only the first word in the titles of other officials: Gyvulių globos draugijos Generalinis sekretorius.

A.54D. Names of calendar divisions

Lowercase the name of days of the week and of months.

CONTINUING DELIBERATION UNDER 21.1B2.

In spite of the fact that many librarians feel that main entry headings are relatively unimportant in an online catalog, the novelty in 21.1B2 continues to excite interest and provoke discussion, particularly vis-à-vis particular categories of publications. Here are the results of two such recent discussions at the Library of Congress:

1) Sale catalogs of art dealers, galleries, etc.

Frequently sale catalogs make it clear that the art for sale is on consignment to the seller, i.e., it is not actually possessed by the seller. In other cases, a completely accurate picture of ownership for each item offered for sale is not available to the cataloger. It seems best not to evaluate ownership of the items, considering that temporary possession, in the particular case, is sufficient to warrant a consideration of 21.1B2a.

2) Publications containing "standards."

a) Consider that the text of a normal standard represents collective thought (21.1B2, category c).

b) Normally consider the body responsible for the standard or the one whose standard it is as the appropriate main entry heading.

c) "American National Standards" and the abbreviation "ANSI" preceding the classification number of these standards indicate the American National Standards Institute. These standards are frequently the joint responsibility of ANSI and another body, e.g., the American Society of Mechanical Engineers. Note the applicability of 21.6 to these cases: "ANSI ..." and "American National Standard" are adequate indicators of the American National Standards Institute as the first of jointly responsible bodies. Thus, the main entry heading will normally be the American National Standards Institute.

APPLICATION OF 21.30E TO ART BOOKS

The Library of Congress has received a number of questions about added entries per 21.30E for museums that are involved somehow in the genesis of art books. Not all these museums should receive an added entry according to 21.30E. Museums are treated as any other corporate body in this respect, i.e., the added entry is appropriate when the publication emanates from the body in the way suggested by 21.30E. A good deal of judgment is involved, but certainly phrases in the imprint

such as "in association with the ... Museum" ought to represent obvious cases. Note that if an added entry is ruled out by the assessment under 21.30E, there is still another possibility: a subject entry under the museum.

RARE SERIALS

In recent years, an increasing number of specialized research libraries have been creating serials catalog records in the various national databases. Because of the strict guidelines for record creation in the national bibliographic utilities and under the CONSER project, oriented primarily toward the bibliographic control of modern and non-rare serials, these libraries have been unable to provide for older and rare serials a full and complete description that serves their research needs.

To address the similar needs of those cataloging and providing access to rare books, the Library of Congress prepared the AACR2 cataloging manual, Bibliographic Description of Rare Books (Washington: Library of Congress, 1981). This was consistent with the principle set out in AACR 2, 0.1:

"[These rules] are not specifically intended for specialist and archival libraries, but it is recommended that such libraries use the rules as the basis of their cataloging and augment their provisions as necessary."

In addition, certain special content designators were added to the MARC format to provide additional access points useful for older books. Bibliographic Description of Rare Books and these new MARC content designators thereby became acknowledged standards that could be used when cataloging through the national bibliographic utilities. This approach has proved extremely useful for rare book and special collections and the research communities they serve.

The Standards Committee of the Rare Books and Manuscripts Section (RBMS), Association of College and Research Libraries, American Library Association, has been working to fill the gap for rare serials. The Library of Congress has co-operated in this endeavor, and these efforts have resulted in the guidelines published below that are authorized by the RBMS Standards Committee and by the Library of Congress. Note that in some cases MARC format changes needed to implement these guidelines have not yet been published in MARC Formats for Bibliographic Data (cf. 2.2, 2.7). In such cases, the MFB update number in which the change will be published has been indicated. The necessary changes will also be reflected in the MARC Serials Editing Guide, Second CONSER Edition.

1. Cataloging Provisions

1.1. Apply the following cataloging rules for serials published before 1801, or for which a more detailed level of description is derived than that provided for in AACR 2.

—AACR 2
—LC Rule Interpretations
—appropriate sections of Bibliographic Description of Rare Books (BDRB), namely, sections 0-4, General Rules through the Publication, etc., Area, and section 7, Note Area.

When AACR 2 and LC rule interpretations differ from BDRB, prefer BDRB, except as noted below. Apply also the following additional guidelines:

1.2. Do not apply the provision of BDRB (in 1B2) that allows for including subsidiary titles, avant-titres, or similar title information appearing before the chief title on the title page as part of the title proper. Instead follow the approach to the selection of the title proper found in AACR 2. This will ensure that the national serials database will have consistency in the entry forms of serials.

1.3. Record numeric and/or alphabetic, chronological or other designations in the form in which they appear in the source in their appropriate area of the record (Area 3). If these elements are grammatically linked to one or more elements in the title and statement of responsibility area, use ellipses to indicate their omission.

1.4. Apply strictly the principle that information from any source other than the prescribed source of information is to be enclosed in square brackets.

1.5. When appropriate, add the bibliographic format after the Other Physical Details element of the Physical Description Area, as provided for in BDRB 5.D1.

1.6. Whenever possible, give references to published descriptions in the note area, preferably using VanWingen & Davis Standard Citation Forms (Washington : Library of Congress, 1982), as recommended in BDRB 7C14 for rare books.

1.7. Apply liberally the provisions for creating notes found in AACR 2 12.7 and BDRB section 7 (Note Area).

1.8. When considered desirable by the cataloging institution, create separate records for individual issues of a serial in addition to the collective record for the entire serial. Link the individual records to the main record through whichever technique is available or preferred by the cataloging agency (see also section 2.5 below). This will allow careful bibliographic description and subject analysis of single issues of rare and early serials, particularly those for which extant issues are sparse.

1.9. Use "designators of function" ("relator terms") when appropriate to the item being cataloged or when required by institutional policy, as provided in AACR 2 21.0D. Use the ACRL standard published in College & Research Libraries News, 12:9 (Oct. 1981), p. 322-325.

2. MARC Format Provisions

Use the following MARC content designators, as appropriate, in CONSER/national level serials records:

2.1. Subfield \$5 in the 500, 700, 710, 711, 730, and 740 fields. (This subfield is already defined for these fields).

This will allow the careful identification and communication of copy specific information in MARC serial records.

2.2. Field 510, 1st indicator values 3 and 4. (These values will be added to the MARC serials format in update #10.)

This will allow for the inclusion of references to published descriptions for serial records in a field specifically defined for them.

2.3. Field 655. (This field is already defined for serials.)

This will allow for the inclusion of genre headings in serial records to enhance access.

2.4. Field 755. (This field is already defined for serials).

This will allow for the inclusion of access terminology relating to physical aspects of the serial.

2.5. Field 772. (This field is already defined for serials.)

Optionally, this field would be used in a record for an individual issue of a serial to link it back to the collective record for the serial.

2.6. Subfield #e in fields 700 and 710. (This subfield is already defined for these fields.)

This will allow the use of relators or designators of function in serial records.

2.7. Fields 700/710/711, #4. (This subfield will be added to the MARC serials format in update #10.)

This subfield will allow for the use of relator codes in serial records, for those libraries preferring them to the textual relator terms.

3. Individual issues of serials

3.1. Guidelines 1.8 and 2.5 above refer to the possibility of preparing both a collective record for the entire serial and separate records for individual issues. The additional guidelines below are provided by the Library of Congress to address the situation in which the institution desires to create separate records for individual issues, either instead of or in addition to a record for the serial as a whole.

3.2. Bibliographic level

The bibliographic level for individual issues of serials should be 'm' (monograph), just as it is for an individual part of a multipart item cataloged separately.

3.3. Transcription of body of entry

Transcribe the body of the entry according to the rules for monograph transcription, except for using the sources of information applicable to serials. Follow Bibliographic Description of Rare Books, with full and exact transcription of bibliographic information as set forth there. Following AACR 2 and ISBD conventions, transcribe the date of publication and volume designation as the "number of part" and transcribe any special issue title as "name of part."

The Post boy. Numb. 2436, from Thursday December 21 to Saturday December 23, 1710.

Hollandia : a weekly paper for Dutchmen abroad.
Special Transvaal-number : bijvoegsel behoorende bij het nummer van 2 September 1899 / written and edited by L. Simons.

The Foundling hospital for wit : intended for the reception and preservation of such brats of wit and humour whose parents chuse to drop them.
Number III, to be continued occasionally / by Timothy Silence, Esq.

For MARC coding of title elements, follow the existing conventions for monographs. Note that according to LC MARC editing conventions, subfields #n and #p of field 245 are assigned only when the number and name of part elements directly follow subfield #a. This may result in some apparent inconsistency in content designating individual issues of the same serial if the chief sources of information vary in their placement of the elements; this inconsistency, however, is unavoidable and of little consequence, since it will be the added entry for the collective title that can provide organized, sequential access to records for issues of a serial (see par. 3.4 below).

245 04#aThe Post boy.#nNumb. 2436, from Thursday
December 21 to Saturday December 23, 1710.

245 10#aHollandia :#ba weekly paper for Dutchmen
abroad. Special Transvaal-number : bijvoegsel
behoorende bij het nummer van 2 September 1899 /
#cwritten and edited by L. Simons.

245 14#aThe Foundling hospital for wit :#bintended
for the reception and preservation of such brats
of wit and humour whose parents chuse to drop
them. Number III, to be continued occasionally
#cby Timothy Silence, Esq.

3.4. Relating records for individual issues to the serial as a whole.

If it is desired to relate the records for individual issues to the serial as a whole and/or to provide organized access to the records in a file, make an added entry under the name of the serial, following the conventions for series added entries. Apply AACR 2 and the LCRIS in formulating the uniform title for the serial. Normalize the numeration of the individual issues, as is done for monographic series.

830 B0#Post boy (London, England) ;# vno. 2436.

830 B0#aHollandia (Hague, Netherlands).

800 1B#aSilence, Timothy.#tFoundling hospital for
wit ;#vno. 3.

If the serial has chronological designation but no actual enumeration, use a standardized form of the chronological designation in the access point.

245 04#aThe English Lucian, or, Weekly discoveries
of the witty intrigues, comical passages, and
remarkable transactions in town and country, with
reflections on the vices and vanities of the
times.#nFriday the 17th of January, 1698.

830 B0#aEnglish Lucian ;#v1698 Jan. 17.

3.5. Linkage of records for individual issues to the collective record for the serial.

If desired by the inputting agency, link records for individual issues to the serial title by a 772 "Parent Record Entry" field.

772 1B#7unas#aPost boy (London,
England).#w(OCOLC)1234567

772 1B#7plasaSilence, Timothy.#tFoundling hospital
for wit.#w(OLC) 85-14367

If a linking entry is desired, it is recommended that it include the AACR 2 heading for the serial and the record number of the related record for the serial as a whole.

HEBREW AND YIDDISH ROMANIZATION AND CATALOGING

Earlier issues of Cataloging Service Bulletin that have dealt with Hebrew and Yiddish are no. 118, no. 16, and no. 22. The following is intended as a continuation of the above. Examples marked with an asterisk (*) replace previous citations.

ROMANIZATION

Special characters

Special characters normally used in Hebraica romanization include the alif [Hebrew alef] (ʿ), ayn [Hebrew ayin] (ʿ), apostrophe ('), and mġagkiġ znak (ʹ). Other special characters used in the source are transcribed as found, except as noted below.

Alif (Hebrew)

sheʿelah [question]

beʿer [well, pit]

Ayn (Hebrew)

ʿinyan [matter, thing]

maʿaśeh [deed]

Apostrophe (Hebrew)

*ye-Alg'ir [and Algir]

Z'aq [Jacques]

Qad'afi [Qaddafi]

Ts'urts'il [Churchill]

Note that in the vernacular an apostrophe may also be used to indicate a single letter abbreviation. In such cases the apostrophe is retained in the vernacular record, but a period is used in the roman records.

Y. Shmidṭ

י' ש'מ'ד'ט

Mġagkiġ znak. A mġagkiġ znak (prime) is placed between two letters representing two distinct consonants when the combination might otherwise be read as a digraph.

hatʹharah [declaration]

Diacritics

Diacritics used in systematic romanization are limited to the inferior dot (v, ḥ, ṭ, k), the acute (ś) and the grave (š [Yiddish only]).

Inferior dot (Hebrew & Yiddish)

Yitshak [Isaac (H)]

ruah [wind, spirit (H)]

vort [word (Y)]

Acute (Hebrew & Yiddish)

śekhēl [mind (H)]

śkhar [reward (Y)]

Grave (Yiddish)

beś [house]

mayśeś [deeds, tales]

It should be noted that when a heading is based on a source that uses a different system of romanization such as the verso of a title page or the *Encyclopaedia Judaica* (EJ), virtually any combination of diacritics and/special characters is possible.

heading

systematic romanization

Talmud. Bezah.

Talmud. Betsah.

Bahat, Ya'acov (verso t.p.)

Bahat, Ya'akov

Ro'i, Yaacov (verso t.p.)

Ro'i, Ya'akov

but

Talmud. Mo'ed.

(EJ consistently uses (') for ayn. The appropriate character is substituted, making the transcription more consistent with the ALA/LC romanization table. Note that EJ is used as authority for the spelling of headings. This does not necessarily include special characters or the dates used in an author's heading. For the latter, cataloger judgment is always required when reference sources differ)

Vowels

Vowels for Hebrew words and forenames, etc., are supplied on the basis of the vocalization in Even-Shoshan's ha-Milon he-hadash in conjunction with the traditional grammars. Exceptions to this are noted below. Even-Sho-shan's vocalization takes precedence over Alcalay's The Complete Hebrew-English Dictionary.

ʿArvi (Even-Shoshan)

ʿAravi (Alcalay)

Alcalay, however, is frequently useful in determining the status of mobile and quiescent schwas (cf. below) and whether to treat an abbreviation as an acronym or as an initialism.

The transcription of the schwa is problematic. An attempt is made to approximate standard Israeli pronunciation throughout the romanization process while at the same time reflecting the general principles of traditional Hebrew grammar. Obviously, this is a difficult gap to

bridge. Other considerations to keep in mind are the basic continuity of romanization practice in spite of profound cataloging changes over the years on the one hand and the accessibility of one's data on the other. Although there are few systems where capitalization practice or the presence or absence of a diacritic or special character will affect retrievability, the romanization or non-romanization of a vowel is quite another matter.

The following may be understood as an elaboration of CSB, no. 22 (Fall 1983). Alcalay is useful for the identification of quiescent and mobile schwas in that he does not transcribe the quiescent in his vocalization scheme.

With regard to the romanization or non-romanization of the mobile schwa, there are several principles to be kept in mind.

All initial (and therefore mobile) schwas are transcribed as "e."

teḳufah
not tḳufah

teshuvah
not tshuvah

Foreign loan words with initial consonantal clusters are generally not considered to have initial mobile schwas. They do, however, have the same effect on the vocalization of prefixed prepositions.

Israel. Lishkah ha-merkazit li-ṣtaṭiṣṭiḳah.

Universiṭah ha-ʿIvrit bi-Yerushalayim. Makhon
li-ḳriminologyah.

There are, however, at least two categories of mobile schwas in which the romanization system attempts to follow generally accepted pronunciation a little more closely. Both categories consist of mobile schwas that are the result of what some linguists might refer to as vowel reduction.

The first and most easily definable of these categories is the schwas occurring between the second and third consonants of the plural forms of benoni (participles/nouns, etc., having the same vowel pattern) and other verb forms of the pa'al/ḳal, pi'el, and hitpa'el stem/binyan. Exceptions apply if the third consonant of the root is the same as the second, or if the second consonant is a yod.

lomdim
not lomedim
lomdot
not lomedot
from lomed

rof'im
not rofe'im
rof'ot
not rofe'ot
from rofe

tedabru
not tedaberu
tedabri
not tedaberi
from tedaber

medabrim
not medaberim
medabrot
not medaberot
from medaber

mitstarfim
not mitstarefim
mitstarfot
not mitstarefot
from mitstaref

but

mitpalelim
mitpalelot
from mitpalel

metsayerim
metsayerot
from metsayer

The second category is that of schwa occurring between the second and the third consonants of certain plural nouns in the construct state where the schwa is also the result of vowel reduction.

toldot-
not toledot-
from toladot

Note that this also includes plural nouns with the pronominal possessive suffix which are built from the construct form.

toldoteha
not toledoteha

A fuller description of this particular type of schwa and conventional pronunciation practice may be found passim in: Modern Hebrew structure / Ruth Aronson Berman ; with a chapter by Shmuel Bolozky. —Tel-Aviv : University Pub. Projects, Ltd., c1978. The only point being made in regard to Berman and Bolozky is with reference made to the two very narrow categories mentioned above.

Supplying the vowels for non-Hebrew proper names in Hebrew works can also be quite problematic. Frequently there is some indication from the author's or publisher's romanization appearing in the item being cataloged. Occasionally, however, there is no clue whatsoever. In those cases an attempt is made to find the name or surname in English telephone books published in Israel. Although the heading cannot be based upon the form found in a telephone book, the latter can be a useful aid in attempting to determine the correct vocalization. References can be made from the variants found. When it is impossible to determine the exact vocalization, it is up to the cataloger to make a judgment as to the likely vocalization and to refer from other reasonable possibilities.

The vocalization of Yiddish is, of course, much less complicated. Questions do arise, however, regarding the vocalization of Hebrew words in a Yiddish context. For this, Weinriech's Modern English-Yiddish, Yiddish-English Dictionary is followed. This applies to vowels, not to consonants.

Weineich's rom. ALA/LC's Yiddish rom. ALA/LC's Hebrew rom.

biksa'v	bikšav	bi-khetav
moyre	moyre	mora
mekhaber	meḥaber	meḥaber
moyshi	moyshi	moshel
koyles	koyleš	kolot

Hyphenation

The definite article (ha-, he-) and certain prepositions (b, k, l, m) are prefixed in the vernacular. In romanization these articles and prefixes are separated from the words to which they are joined by hyphens. No distinction is made between a makef (a hyphen appearing in the vernacular source) and a hyphen supplied by romanization. It should also be noted that the word itself is romanized prior to the romanization of the prefix. This is also true of infinitives.

*Shelomoh ha-melekh yeha-devorah

Shirat-ha-ḳodesh ha-'Ivrit bi-yeme-ha-benayim

bi-yede
not bide

li-heyot
not lihyot

le-daber

ha-Milon he-ḥadash

mi-yamim rishonim

me-'olam ha-Agadah

Another special case involves הלוי and הכהן. When either of these names appears as a surname, it is romanized as Halevi or Hakohen, respectively. When appearing as an attributive title associated with a name, the romanization becomes ha-Levi or ha-Kohen.

Naṭanzohn, Yosef Sha'ul, ha-Levi, d. 1875

Halevi, Le'ah

Yiśrae'el Me'ir, ha-Kohen, 1838-1933

Hakohen, Devorah

Capitalization

The following may be considered as further examples of capitalization as described in CSB, no. 22.

*be-Artsot ha-Berit

*Universiṭah ha-'Ivrit bi-Yerushalayim

*Milḥemet ha-'olam ha-sheniyah

*Loḥame ha-Geṭa'ot

Berit ha-Mo'atsot

Ba'um

The initial article "ha-" or "he-" is always lower-cased in all contents (LCRI Appendix A.34). The interrogative "Ha-" or "He-" on the other hand, is upper-cased when it appears at the beginning of a sentence or a question.

ha-Ṷatīqān Ṷe-Yiśrae'el / Me'ir Mendes. —

Yerushalayim : ha-Sifriyah ha-Tsiyonit, c1984.

Ha-elekh?

He-hayetah zot bi-yemekhem?

Punctuation

As a convention, words appearing in a series are separated by commas, except those preceding a Ṷay.

shirim, sipurim Ṷe-yoman [poems, short stories, and a diary]

Another convention, used in both vernacular and in roman cataloging, and generally applied in statements of responsibility: if the "function" word is a verb, in the construct state, or otherwise completely dependent upon a following names, then no punctuation is inserted.

/ kataṶ Ṷe-'arakh Ilan Ben-Ḥayim

/ hevi le-ve. ha-d. Aluf Hareven

/ ba-'arikhat Yehoshu'a Ben-Aryeh

but

/ 'orekh, Yehudah Ben-David

/ ha-mevi le-vet ha-defus, Aluf Hareven

For more on statements of responsibility, cf. the notes on LCRI 1.1F7 below.

Dates and numerals in bibliographic titles

A range of Gregorian dates may appear in bibliographic titles reading either left to right or right to left. In the vernacular record they should be transcribed in the order in which they appear. In the roman record, however, they should always be transcribed left to right. Note that AACR 2 C.4E does not apply to bibliographic titles.

Toldot Erets-Yiśra'el, 1917-1948 1948-1917 , תולדות ארץ-ישראל

הקיבוץ והחברה : הקיבוץ המאוחד, 1923-1933
ha-Kibuts Ṷeha-ḥevrah : ha-Kibuts ha me'uḥad, 1923-1933

For more on titles, cf. the notes on LCRI 21.30J below.

As a convention, ordinal numbers are transcribed with a period.

roman transcription

as found in the item

Mahad. 2., murḥevet. —
(2nd ed., expanded)

מהדורה שנייה, מורחבת

Yehude Germanyah ba-me'ot ha-18.
yeha-19.
(German Jews in the 18th and
19th centuries)

יהודי גרמניה במאות
הי"ח והי"ט

Notes on LCRIs

1.0C

Spacing conventions for romanized abbreviations are governed by LCRI 1.0C. Abbreviations consisting of more than a single letter are treated as distinct words separated from preceding and succeeding initials by a space. This holds regardless of whether or not the source consists of a single letter.

Transcription

Source

A.B. Ts. Shurin

אב"צ שורין

'a.sh. Yehoshu'a Rabinovits ע"ש יהושע רבינוביץ

1.1F7

Titles of address such as Rabbi, etc., are generally not transcribed in the statement of responsibility. However, if a preposition or conjunction indicating authorship or other responsibility is prefixed to such a title, then it is necessary to transcribe the title.

title page: me-et Rabenu Mosheh Sofer
transcription: / me-et Mosheh Sofer

title page: le-Rabenu Mosheh Sofer
transcription: / le-Rabenu Mosheh Sofer

title page: ba-'arikhat Devorah yeha-Rav Menaḥem
Hakohen
transcription: / ba-'arikhat Devorah yeha-Rav
Menaḥem Hakohen

1.4C6

LCRI 1.4C6 says that if the place of publication is not named in the item or if the place of publication is only probable, it should be bracketed-in in its well-established English form if there is one.

For works published in Israel, use the well-established English forms of Israeli place names as determined by a check of the catalog. If the catalog shows an evaluated heading for a place name, use that form. Evaluated place headings should show either conventional place names such as

Beersheba
Caesarea
Haifa
Jaffa
Jerusalem
Tel Aviv
Tiberias

or they should show the systematically romanized form such as

Tsefat

If the catalog shows a form of name that is unevaluated, quickly determine whether the heading is based on a United States Board on Geographic Names (BGN) conventional form of name or a romanized form of

name. If the heading is a BGN conventional form, use it, since BGN conventional forms are preferred over the vernacular forms. If the heading is a romanized form, then supply the place name according to the ALA/LC romanization.

If the place name is not in the catalog, supply it in the systematically romanized form.

Occasionally in rabbinic works, the place of publication for Jerusalem in the vernacular may be spelled without the yod. If so, it may be romanized as Yerushala[ylim].

1.4F

AACR 2 makes a careful distinction among the date of publication, copyright date, and the date of manufacture. Since Hebrew materials make frequent use of non-Gregorian dates in all these contents, the transcription of the date(s) on the bibliographic records can become rather complex. Note that all dates of publication, distribution, etc., on both the roman and the vernacular records are recorded in the same direction and in the same sequence.

publication date: 743
(no other dates in the item)
bibliographic record: 743 [1982 or 1983]

publication date: 743
printing date: 1983
bibliographic record: 743 [1983]

publication date: 743
preface: Adar 743
bibliographic record: 743 [1983]

publication date: 743
preface: Tishre 743
bibliographic record: 743 [1982 or 1983]

publication date: 743
copyright date: 1983
bibliographic record: 743 [1982 or 1983], c1983.

printing date: 743
(no publication date)
bibliographic record: [743 i.e. 1982 or 1983]

copyright date: 743
(no publication date)
bibliographic record: c743 [c1982 or c1983]

When a span of dates is needed for the dates of publication, distribution, etc., give the span of non-Gregorian dates before qualifying them by Gregorian dates. The principle is that one type of date is finished before starting another.

727-744 [1966 or 1967-1983 or 1984]
not 727 [1966 or 1967]-744 [1983 or 1984]

740- [1979 or 1980-]
not 740 [1979 or 1980]-

Note the use of "or" and "i.e." in the qualification of dates rather than the Hebrew "o" and "z.o." The date portion of the bibliographic record is considered to be English.

1.7B2

The language is specified whenever the title proper of the vernacular cataloging record is in the Hebrew alphabet but the text of the item being cataloged is not entirely in Hebrew.

In Yiddish,
Aramaic and Hebrew.
Hebrew and Judeo-Arabic; introd. also in English

2.7B4

A variant title in any alphabet appearing prominently is both recorded in a note and an added entry is made for it.

21.30J

Numbers and dates represented on the item by Hebrew letters should be transcribed on the roman record by Arabic numerals. The Hebrew letters are retained on the vernacular record. If the numeral or date appears in the first five words of the title and if it is thought that a reader may reasonably look for the item under the "acronymic" form of the date or numeral, then a title added entry may be made for the alternate form.

Havlagah o teguvah : ha-yikuaḥ ba-yishuv ha-Yehudi,
696-699 (1936-1939)

bibliographic title: Sipure dor 708.
added title: Sipure dor Tashah.

bibliographic title: 33 be-‘Omer, 15 bi-Shevaṭ.
added title: Lag be-‘Omer, Ṭu bi-Shevaṭ.

Note on "sefer"

In those works beginning with the word "sefer" where "sefer" is separable, a uniform title (either 130 or 240) is used without the word "sefer." Title added entries are made to cover both forms.

Yagid, Avraham.
[Naḥalat Yitshak]
Sefer Naḥala Yitshak / Avraham Yagid ...

I. Title. II. Title: Naḥalat Yitshak.

If the word "sefer" does not appear on all the author's works, then a name authority record is made for each title that does use "sefer" and the appropriate, specific reference is made. "Blanket" cataloger-generated references are no longer made to cover use of the word "sefer."

SUBJECT CATALOGING

Below is the first revision/addition to the recently published Subject Cataloging Manual: Subject Headings that was announced in Cataloging Service Bulletin, no. 25, page 83. As with the basic publication, the revision below is being reproduced exactly as it is given to subject catalogers.

FREE-FLOATING SUBDIVISIONS

PURPOSE: To specify those subdivisions that have been selected from the total list of LC subject subdivisions as free-floating subdivisions.

DEFINITION: The term free-floating subdivision refers to a form or topical subdivision that may be assigned by the subject cataloger under particular subjects without the usage being established editorially, and, as a consequence, without the usage being separately printed in LCSH under each individual subject heading.

CAUTION REGARDING USE: Free-floating status does not allow the assignment of a subdivision under any topic of interest without regard for appropriateness. All free-floating subdivisions may be assigned only in accordance with Division rules, policies, and practices. Most subdivisions are usable only under limited categories of headings in specifically defined situations.

TYPES OF FREE-FLOATING SUBDIVISIONS: Three kinds of free-floating subdivisions are in use: (1) most commonly used subdivisions; (2) subdivisions used under place names; and (3) subdivisions controlled by pattern headings. It is also possible to add free-floating terms and phrases to existing headings.

(1) Most commonly used subdivisions. These subdivisions are listed on pp. 3-8 of this instruction sheet.

(2) Subdivisions used under place names. There are three separate lists for these subdivisions. Subdivisions used under names of cities are found in H 1135. Subdivisions used under names of regions, countries, etc., are found in H 1145. Subdivisions used under names of bodies of water are found in H 1145.5.

(3) Subdivisions controlled by pattern headings. Separate lists of these subdivisions are given in the appropriate instruction sheets for each pattern heading. General instructions for their use may be found in H 1146. Further specific instructions may be given with the individual lists.

Free-floating terms and phrases. See H 362.

PROCEDURES FOR ASSIGNING FREE-FLOATING SUBDIVISIONS:

1. Correct usage. Before assigning any free-floating subdivision, determine that it is being assigned in accordance with Division policy, as stated in scope notes in the Introduction to the 8th edition of LCSH, (or the Division's A Guide to Subdivision Practice), the Subject Cataloging Manual, etc.

2. Conflict. Determine if the use under consideration conflicts with previously established subject headings.

The conflict most frequently encountered is the subdivision vs. phrase heading conflict, e.g. Sports—Fiction vs. Sports stories; Schools—Management vs. School management and organization. Use the established heading in each case unless it is Division policy to update, e.g. the decision has been made to cancel all headings

of the type ... as a profession in favor of the free-floating subdivision —Vocational guidance. For subdivisions controlled by pattern headings, bring usage into conformity with the pattern list.

3. Updating of MARC records. When assigning a particular subdivision for the first time under a particular heading, check the existing entries under the heading without subdivision, in order to locate those works whose tracings require updating.

Example: When assigning the subdivision —Social aspects (Indirect) for the first time under the heading Hunting, examine the other records that have been assigned the heading Hunting to determine those entries, if any, that should receive this new subdivision (with local subdivision, if appropriate).

4. New usage. If you wish to use a free-floating subdivision in a new situation not provided for in the written guidelines, establish the new usage editorially (prepare an authority card in the normal manner), submitting a note of explanation at the same time.

MOST COMMONLY USED SUBDIVISIONS:

- | | |
|---|---|
| —Abbreviations | —Authorship |
| —Ability testing | —Autographs |
| —Abstracting and indexing | —Automatic control |
| —Abstracts | —Automation |
| —Accidents | —Awards |
| —Accidents—Investigation | —Biblical teaching |
| —Accidents and injuries | —Bibliography |
| —Accounting | —Bibliography—Catalogs |
| —Accreditation | —Bibliography—First editions |
| —Acronyms | —Bibliography—Methodology |
| —Addresses, essays, lectures | —Bibliography—Union lists |
| —Administration | —Bio-bibliography |
| —Air conditioning | —Biography ¹ |
| —Alcohol use | —Biography—History and criticism |
| —Alumni | —Biological control (Indirect) |
| —Amateurs' manuals | —Bonsai collections |
| —Analysis | —Book reviews |
| —Anecdotes | —Books and reading |
| —Anecdotes, facetiae, satire, etc. | —Buildings |
| —Anniversaries, etc. | —Buildings—Conservation and restoration |
| —Anthropometry | —Buildings—Guide-books |
| —Antiquities | —By-products |
| —Antiquities—Collection and preservation | —Calibration |
| —Appointment, qualifications, tenure, etc. | —Capture, [date] |
| —Appointments, promotions, salaries, etc. | —Care and hygiene (Indirect) |
| —Appropriations and expenditures | —Care and treatment (Indirect) |
| —Appropriations and expenditures—Effect of inflation on | —Caricatures and cartoons |
| —Archaeological collections | —Cartoons, satire, etc. |
| —Archival resources (Indirect) | —Case studies |
| —Archives | —Catalogs |
| —Art | —Catalogs and collections (Indirect) |
| —Art collections | —Censorship (Indirect) |
| —Atlases | —Census |
| —Attitudes | —Centennial celebrations, etc. |
| —Audio-visual aids | —Certification (Indirect) |
| —Audio-visual aids—Catalogs | —Chapel exercises |
| —Auditing and inspection | —Charities |
| | —Charts, diagrams, etc. |
| | —Chronology |

- Church history
- Circus collections
- Citizen participation
- Civil rights (Indirect)
- Claims vs. ...
- Classification
- Cleaning
- Code numbers
- Code words
- Coin collections
- Cold weather conditions
- Cold weather operation
- Collected works
- Collected works—Translations from
[name of language]
- Collected works—Translations into
[name of language]
- Collection and preservation
- Collectors and collecting (Indirect)
- Colonization (Indirect)
- Comic books, strips, etc.
- Commerce (Indirect)
- Communication systems
- Comparative method
- Comparative studies
- Competitions (Indirect)
- Composition
- Computer assisted
instruction
- Computer programs
- Concordances
- Conduct of life
- Congresses
- Congresses—Attendance
- Conservation and restoration²
- Constitution
- Contracts and specifications
(Indirect)
- Control (Indirect)
- Controversial literature
- Cooling
- Correspondence
- Corrosion
- Corrupt practices
- Cost control
- Cost effectiveness
- Cost of operation
- Costs
- Costume
- Cult
- Curricula
- Data processing
- Dating
- Decision making
- Defects
- Defects—Reporting (Indirect)
- Defense measures
- Dental care (Indirect)
- Design
- Design and construction
- Designs and plans
- Deterioration
- Dictionaries
- Dictionaries, Juvenile
- Dictionaries and encyclopedias
- Dictionaries, indexes, etc.
- Directories
- Directories—Telephone
- Discipline
- Discography
- Diseases (Indirect)
- Diseases and hygiene (Indirect)
- Documentation (Indirect)
- Drama
- Drawings
- Drug use
- Drying
- Dust control
- Dwellings
- Early works to 1800
- Economic aspects (Indirect)
- Economic conditions
- Education (Indirect)
- Electromechanical analogies
- Emigration and immigration
- Employees
- Employment (Indirect)
- Endowments
- Energy conservation
- Energy consumption
- Environmental aspects (Indirect)
- Equipment and supplies
- Estimates (Indirect)
- Ethnic identity
- Ethnological collections
- Ethnomusicological collections
- Evaluation
- Examinations
- Examinations, questions, etc.
- Exhibitions
- Experiments
- Facsimiles
- Family relationships
- Fees
- Fiction
- Field work
- Film catalogs
- Finance
- Finance, Personal
- Fire, [date]
- Fires and fire prevention
- Folklore
- Food service
- Forecasting
- Foreign influences
- Forms
- Fume control
- Genealogy
- Government policy (Indirect)
- Grading
- Graphic methods
- Guide-books
- Handbooks, manuals, etc.
- Health and hygiene (Indirect)
- Heating and ventilation
- Heraldry
- Herbarium
- Historiography
- History
- History—16th century³
- History—17th century³
- History—18th century³

- History—19th century³
- History—20th century³
- History—Philosophy
- History—Sources
- History and criticism
- Homes and haunts (Indirect)
- Hospitals (Indirect)
- Housing (Indirect)
- Hygienic aspects (Indirect)
- Iconography
- Identification
- Illustrations
- In-service training (Indirect)
- Indexes
- Industrial applications
- Industries
- Influence
- Information services (Indirect)
- Insignia
- Inspection
- Instruction and study (Indirect)
- Instruments
- Intellectual life
- Intelligence levels
- International cooperation
- Interviews¹
- Inventories
- Job descriptions
- Juvenile drama
- Juvenile fiction
- Juvenile films
- Juvenile literature
- Juvenile poetry
- Juvenile sound recordings
- Kings and rulers
- Kings and rulers—Children
- Kings and rulers—Genealogy
- Knowledge—[topic]
- Knowledge and learning
- Labeling (Indirect)
- Labor productivity
- Laboratories
- Laboratory manuals
- Language
- Language—Glossaries, etc.
- Language (New words, slang, etc.)
- Languages
- Legal status, laws, etc. (Indirect)
- Legends
- Lexicography
- Libraries
- Library
- Library resources (Indirect)
- Licenses (Indirect)
- Lighting
- Linear programming
- Literary collections
- Location
- Longitudinal studies
- Maintenance and repair
- Management
- Manuscripts
- Manuscripts—Catalogs
- Manuscripts—Facsimiles
- Manuscripts—Indexes
- Map collections
- Maps
- Maps—Bibliography
- Marketing
- Materials
- Mathematical models
- Mathematics
- Measurement
- Medals
- Medical care (Indirect)
- Medical examinations (Indirect)
- Meditations
- Membership
- Mental health (Indirect)
- Mental health services (Indirect)
- Methodology
- Microform catalogs
- Military aspects
- Miscellanea
- Models
- Moisture
- Monuments
- Monuments, etc.
- Moral and ethical aspects
- Mortality
- Museums
- Museums, relics, etc. (Indirect)
- Music
- Musical instrument collections
- Name
- Names
- Natural history collections
- Noise
- Noise control
- Nomenclature
- Notation
- Numismatic collections
- Nutrition
- Observations
- Observers' manuals
- Officials and employees
- Officials and employees—Attitudes
- Officials and employees—Bonding
- Officials and employees—Charitable contributions
- Officials and employees—Furloughs
- Officials and employees—Pensions (Indirect)
- Officials and employees—Registers
- Officials and employees—Residence requirements
- Officials and employees—Salaries, allowances, etc.
- Officials and employees—Travel regulations
- Organ
- Organs
- Origin
- Outlines, syllabi, etc.
- Packaging

- Packing
- Papal documents
- Passes
- Patents
- Pensions (Indirect)
- Periodicals
- Periodicals—Bibliography
- Periodicals—Bibliography—
Catalogs
- Periodicals—Bibliography
—Union lists
- Periodicals—Indexes
- Personnel management
- Philosophy
- Phonotape catalogs
- Photograph collections
- Photographs from space
- Physiological aspects
- Physiological effect
- Pictorial works
- Pipe lines
- Planning
- Platforms
- Poetry
- Political activity
- Political aspects (Indirect)
- Politics and government
- Popular works
- Population
- Portraits
- Portraits, caricatures, etc.
- Portraits, etc.
- Poster collections
- Posters
- Power supply
- Practice (Indirect)
- Prayer-books and devotions
- Preservation
- Presidents
- Presidents—Wives
- Prevention
- Price policy
- Prices (Indirect)
- Private collections (Indirect)
- Privileges and immunities
(Indirect)
- Problems, exercises, etc.
- Production control
- Production standards (Indirect)
- Professional ethics (Indirect)
- Programmed instruction
- Prophecies
- Protection (Indirect)
- Psychological aspects
- Psychology
- Public opinion
- Public relations
- Publishing (Indirect)
- Purchasing
- Purification
- Quality control
- Quotations
- Quotations, maxims, etc.
- Rates
- Rating of
- Readers
- Records and correspondence
- Recreation
- Recreational use
- Recruiting
- Registers
- Rehabilitation (Indirect)
- Reliability
- Religion
- Religious life
- Remodeling
- Remote sensing
- Reorganization
- Repairing
- Research (Indirect)
- Research—Laboratories
- Research grants (Indirect)
- Retirement
- Reviews
- Rites and ceremonies
- Romances
- Rules and practice
- Safety appliances
- Safety measures
- Safety regulations (Indirect)
- Salaries, allowances, etc.
- Salaries, pensions, etc.
(Indirect)
- Sanitary affairs
- Sanitation
- Scholarships, fellowships, etc.
(Indirect)
- Scientific apparatus
collections
- Scientific applications
- Seal
- Security measures
- Selection and appointment
- Sermons
- Services for (Indirect)
- Sexual behavior
- Siege, [date]
- Sieges
- Simulation methods
- Slang
- Slide collections
- Slides
- Social aspects (Indirect)
- Social conditions
- Social life and customs
- Societies and clubs
- Societies, etc.
- Societies, periodicals, etc.
- Sociological aspects
- Songs and music
- Sources
- Specifications (Indirect)
- Specimens
- Speeches in Congress
- Stability
- Standards (Indirect)
- State supervision
- Statistical methods
- Statistical services
- Statistics
- Statistics, Vital
- Storage

- Study and teaching (Indirect)
- Study and teaching—Supervision
- Study and teaching
 - (Continuing education) (Indirect)
- Study and teaching (Elementary)
 - (Indirect)
- Study and teaching (Graduate)
 - (Indirect)
- Study and teaching (Higher)
 - (Indirect)
- Study and teaching (Internship)
 - (Indirect)
- Study and teaching (Preceptorship)
 - (Indirect)
- Study and teaching (Preschool)
 - (Indirect)
- Study and teaching (Primary)
 - (Indirect)
- Study and teaching (Residency)
 - (Indirect)
- Study and teaching (Secondary)
 - (Indirect)
- Suicidal behavior
- Supply and demand
- Tables
- Taxation (Indirect)
- Teacher training (Indirect)
- Technique
- Technological innovations
- Terminology
- Testing
- Text-books
- Texts
- Themes, motives
- Therapeutic use
- Time management
- Tomb
- Tombs
- Toxicology (Indirect)
- Trademarks
- Training of (Indirect)
- Translating
- Translating services
- Translations
 - Translations from [name of language]
 - Translations from [name of language]
 - Bibliography
 - Translations into [name of language]
 - Translations into [name of language]
 - Bibliography
- Transportation
- Travel regulations
- Trials, litigation, etc.
- Tropical conditions
- Uniforms
- Union lists
- Valuation (Indirect)
- Video tape catalogs
- Vocational guidance (Indirect)
- Waste disposal
- Water consumption
- Water-supply
- Weight
- Weights and measures
- Yearbooks

¹Not free-floating when used under names of disciplines

²(Indirect) only in the case of art objects

³Not free-floating when used under place names

ONLINE COOPERATIVE CATALOGING PROJECTS

As a supplement to the article of the same title that appeared in Cataloging Service Bulletin, no. 21, page 80, it should be noted that a small number of records input by Harvard University to LC's system and distributed through the MARC Distribution Service contain no 050 field. This results from Harvard's assigning a local call number rather than a call number from the LC classification schedules.

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