

ISSN 0160-8029

LIBRARY OF CONGRESS/WASHINGTON

# CATALOGING SERVICE BULLETIN

PROCESSING SERVICES

Number 30, Fall 1985  
Editor: Robert M. Hiatt

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*Editorial address:* Office of the Director for Cataloging, Processing Services,  
Library of Congress, Washington, D.C. 20540

*Subscription address:* Subscriber Accounts, Cataloging Distribution Service,  
Library of Congress, Washington, D.C. 20541

Library of Congress Catalog Card Number 78-51400  
ISSN 0160-8029 Key title: Cataloging service bulletin

DESCRIPTIVE CATALOGING

LIBRARY OF CONGRESS RULE INTERPRETATIONS (LCRI)

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

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

Articles chiefly in French; one article each in English and Italian.  
Arabic and English.  
Text in Coptic and French; notes in French.

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

1) When the bibliographic record for the item bears one or more of the following symbols below the LC card number; AM, HE, NE, SA. Exception: Do not make the note for an item in Arabic, Armenian, Hebrew, Indonesian, modern Turkish, or Vietnamese unless the language is being recorded for another reason.

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

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

In Konkani (Kannada script)  
In Konkani (Devanagari)  
In Serbo-Croatian (roman)  
In Serbo-Croatian (Cyrillic)

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

In Panjabi.  
(For a publication using the Gurmukhi script)  
but In Panjabi (Devanagari)  
  
In Sanskrit.  
(For a publication using the Devanagari script)  
but In Sanskrit (Grantha)  
  
In Sindhi.  
(For a publication using the Persian script)  
but In Sindhi (Gurmukhi)

- In Azerbaijani  
(For a publication using the Cyrillic script)  
but In Azerbaijani (Arabic script)  
In Azerbaijani (roman)
- In Church Slavic.  
(For a publication using the Cyrillic script)  
but In Church Slavic (Glagolitic)  
(For a publication using the Glagolitic script)

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

English and Sanskrit (Sanskrit in roman and Devanagari)

**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 rather than edition statements. These would be recorded as statements of responsibility because they conform to rule 1.F14, 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.

**23.2A.** English form. [Rev.]. Apply the current policy for current place names:

1) For names in the United States, base the heading on the form found in a recent edition of the Rand McNally Commercial Atlas and Marketing Guide.

2) For names in Great Britain, Australia, and New Zealand, base the heading on the form found in a recently published gazetteer.

Note: For the two categories above, generally use in the heading the form found on the item being cataloged rather than a shortened form or unabbreviated form found in a gazetteer, unless 23.5A is applicable. However, for "Saint" or "St." and "Mount" or "Mt.," always use the spelled out form regardless of the item being cataloged or other evidence.

in source: Montgomery County  
gazetteer: Montgomery  
heading: Montgomery County (Md.)  
in source: St. Joseph  
gazetteer: Saint Joseph  
heading: Saint Joseph (Mo.)

For U.S. townships (called "towns" in New England and some other states), do not include "township" (or "town") as part of the name used in the heading. If the name of such an entity conflicts with the name of another place in the same state, apply 23.4J if the conflict is with the name of another township or 24.6B if the other place is not a township.

3) For names in Canada, use the heading provided by the National Library of Canada. Accept the NLC form, even if it differs from LC policy in such matters as "Saint," fullness, qualifiers, etc.

4) For other names, base the heading either on the form found in the item being cataloged together with a consideration of the form found in a recently published gazetteer, or on the form provided by the U.S. Board on Geographic Names (BGN), as necessary. This means that BGN may be consulted routinely or not, as efficiency, etc., in the particular case warrants. It also means that all problems not resolved by the item being cataloged and a recently published gazetteer must be referred to BGN. If BGN approves a romanized form that conflicts with LC's policy for the romanization of that language, use the LC form of romanization in the heading. If the BGN response indicates both a brief and a long form of the place name, generally select the long form as the heading, unless 23.5A is applicable.

BGN: Borno [brief] State  
heading: Borno State (Nigeria)

BGN: Coast [brief] Province  
heading: Coast Province (Kenya)

BGN: Sulzbach [brief] am Neckar  
heading: Sulzbach am Neckar (Germany)

BGN: Vailly [brief]-sur-Sauldre  
heading: Vailly-sur-Sauldre (France)

BGN: Kōra [brief]-chō  
heading: Kōra-chō (Japan)

If BGN approves both a vernacular and an English form (called a conventional name in BGN terminology), use the English form.

Note that in the case of conflicts 24.4J mandates a preference for long forms found in sources (including BGN "variants"), rather than adding "an appropriate narrower geographical qualification" within parentheses after the conflicting name.

BGN: Münster  
sources: Münster in Westfalen  
heading: Münster in Westfalen (Germany)  
not Münster (North Rhine-Westphalia, Germany)

but

BGN: Sundern  
sources: Sundern (Sauerland)  
heading: Sundern (Hochsauerlandkreis, Germany)

For the following names, use the English form even though BGN approves only a vernacular form:

Amoy  
Anhui Province  
Bavaria  
Bosnia and Hercegovina  
Canton  
Carinthia  
Chekiang Province  
Crete  
Croatia  
Dairen  
East Flanders  
Fukien Province  
Ghent  
Harbin  
Heilungkiang Province  
Hesse  
Hokkaido  
Honan Province  
Hopoh Province  
Hunan Province  
Hupeh Province  
Inner Mongolia  
Istanbul  
Jaffa  
Kalgan  
Kansu Province  
Kiangsi Province  
Kiangsu Province  
Kirin  
Kwangsi Chuang Autonomous Region  
Kwangtung Province  
Kweichow Province  
Kyoto  
Liaoning Province  
Louvain  
Lower Austria  
Lower Saxony  
Macedonia (Republic)  
Malacca  
Mantua  
Mexico City  
Montenegro  
Ningsia Hui Autonomous Region  
North Brabant  
North Holland  
North Rhine-Westphalia  
Nuremberg  
Osaka  
Padua  
Peking  
Piraeus  
Port Arthur  
Rhineland-Palatinate  
Saint Gall  
Serbia  
Seville  
Shanghai  
Shansi Province  
Shantung Province  
Shensi Province  
Sian  
Sicily  
Sinkiang Province

Slovenia  
South Holland  
Styria  
Swatow  
Syracuse  
Szechwan Province  
Tehran [instead of Teheran]  
Tibet  
Tientsin  
Tsinan  
Tsinghai Province  
Tsingtao  
Tsitsihar  
Turin  
Upper Austria  
West Flanders  
Yunnan Province  
Zurich

**Note.** If a foreign name is established in an English form, use the same form whenever the name is used by more than one jurisdictional level or is used as part of another name.

Kyoto (Japan)  
Kyoto (Japan : Prefecture)  
not Kyōto-fu (Japan)  
Cologne (Germany)  
Cologne-Deutz (Cologne, Germany)  
not Köln-Deutz (Cologne, Germany)

Do not follow the example "Union of Soviet Socialist Republics." BGN approves both "Union of Soviet Socialist Republics" and "Soviet Union." Use the short form "Soviet Union."

For the constituent republics of the Soviet Union, use the following headings:

Armenian S.S.R.  
Azerbaijan S.S.R.  
Byelorussian S.S.R.  
Estonia  
Georgian S.S.R.  
Kazakh S.S.R.  
Kirghiz S.S.R.  
Latvia  
Lithuania  
Moldavian S.S.R.  
Russian S.F.S.R.  
Tajik S.S.R.  
Turkmen S.S.R.  
Ukraine  
Uzbek S.S.R.

For the United Kingdom, continue to use "Great Britain."

For the Federal Republic of Germany, use "Germany (West)." For the German Democratic Republic, use "Germany (East)."

For the Democratic People's Republic of Korea, use "Korea (North)." For the Republic of Korea, use "Korea (South)."

For Washington, D.C., use "District of Columbia" as the heading for the government of this name, with "Washington (D.C.)" used only as a location qualifier or as the entry element for cross references from place.

In dealing with London, use the heading

- 1) "Corporation of London" for items from the entity bearing this name that has administrative control over the 677-acre City of London.
- 2) "Greater London Council" for items from the entity bearing this name that has administrative control over the 32 London boroughs that make up "Greater London" (excluding the City of London).
- 3) "London (England)" as the qualifier added to corporate headings (even though the body concerned is located in a borough or in the city of London) or as the entry element for cross references from place.

For all the governments that have controlled the mainland of China, use "China" for all periods except 1931-1945. For the government headquartered in Nanking, 1931-1937, and in Chungking, 1937-1945, use "China." For the government headquartered in Jui-chin, 1931-1937, use "China (Soviet Republic, 1931-1937)." For the government headquartered in Peking, 1937-1940, use "China (Provisional government, 1937-1940)." For the governments headquartered in Nanking, 1938-1945 use "China (Reformed government, 1938-1940)" for 1938-1940, and use "China (National government, 1940-1945)" for 1940-1945. For the post-1948 government on Taiwan, use "China (Republic : 1949- )". For the province of Taiwan, use "Taiwan."

Treat military installations as local places. This means adding as a qualifier the country, state, province, etc., that would have been added to a city or town in the same place. Apply this even if the installation is located outside the country which controls it, i.e., add the heading for the larger place in which it is located. Make references from the name as a subheading of the country that controls it and as a subheading of the military branch to which it belongs. (Military installations that are treated as local places include forts, bases, camps, airfields, arsenals, and Coast Guard stations but not shipyards.)

**March Air Force Base (Calif.)**

- x United States. March Air Force Base
- x United States. Air Force. March Air Force Base

**Yokosuka Naval Base (Japan)**

- x United States. Yokosuka Naval Base
- x United States. Navy. Yokosuka Naval Base

**24.1. Basic Rule. [Rev.]**

**Punctuation**

Add a comma to a series of words appearing in an English-language name except before an ampersand.

**Note:** Headings originally established before January 1981 that are in accord with current policy except for punctuating words in series were coded "AACR 2" prior to September 1982. Continue to use the existing form of the established heading in post-August 1982 cataloging. (Headings coded after August 1982 will be in accord with AACR 2 and current LC policy.)

If the form of name selected as the heading includes quotation marks around an element or elements of the name, retain them (cf. example in rule 24.7B4). Use American-style double quotation marks in the heading.

If the form of name selected as the heading consists of or contains initials, regularize the spacing and put one space after an initial that is followed by a word or other element that is not an initial and no space after an initial that is followed by another initial consisting of one letter.

form in source: F&H Denby  
form in heading: F & H Denby

form in source: U. S. D. A. Symposium ...  
form in heading: U.S.D.A. Symposium ...

form in source: B B C Symphony ...  
form in heading: BBC Symphony ...

Precede or follow initials consisting of two or more letters with a space, e.g., "Gauley Bridge (W. Va.)," "Ph. D. Associates."

If the form of name selected as the heading includes a place name at the end and the place is enclosed within parentheses or is preceded by a comma-space, retain in the heading the punctuation as found.

If the form of name selected as the heading includes a Greek letter or a letter or symbol used to indicate a trademark, a patent, copyright, etc., follow the guidelines in LCRI 1.OE.

If the form of name selected as the heading includes an abbreviation, retain in the heading the abbreviation as found.

form in source: Dirección de la Energía//Div.  
Estadística//Secc. Información  
form in heading: Buenos Aires (Argentina :  
Province). Dirección de la Energía. Div.  
Estadística. Secc.  
Información.

When the name of a body consists of both a numerical or alphabetical designation and words indicating the body's function, include both in the heading for the body. Separate the two parts with a dash.

source: Abteilung V - Vermessungswesen  
heading: [parent body]. Abteilung  
V—Vermessungswesen

source: Social and Economic Sciences (Section K)  
heading: [parent body]. Social and Economic  
Sciences—Section K

source: Sub-task Force I, Gas Dissolved in Water  
heading: [parent body]. Sub-task Force I—Gas  
Dissolved in Water

If the form of name selected as the heading includes a dash or a hyphen that sets off a data element (usually a place name), regularize the punctuation by using two hyphens without spacing on either side.

source: University of Nebraska-Lincoln  
heading: University of Nebraska—Lincoln

source: Centro abruzzese di ricerche storiche -  
Teramo  
heading: Centro abruzzese di recherche  
storiche—Teramo

## "AACR 2 Compatible" Headings

1) General. All headings newly coded after August 1982 will be in accord with AACR 2 and current policy and will be designated "AACR 2" (with two exceptions). A heading already coded "AACR 2 compatible" will continue to be used in its existing form in post-August 1982 cataloging. The two situations in which a newly coded heading will be coded "AACR 2 compatible" are

a) the heading is for a body that is entered subordinately to another body whose heading has already been coded "AACR 2 compatible";

b) the heading is for a uniform title entered under a name heading that has already been coded "AACR 2 compatible."

Before September 1982, headings were coded "AACR 2 compatible" if they had been established before 1981 and fell into one or more of the categories listed below. Also coded "AACR 2 compatible" were headings established after 1980 for bodies that were entered subordinately to bodies whose headings had already been coded "AACR 2 compatible" and headings for uniform titles entered under name headings that had already been coded "AACR 2 compatible."

2) Categories coded "AACR 2 compatible". The categories of headings that were coded "AACR 2 compatible" are as follows:

a) Quotation marks. The existing heading lacked quotation marks even though the body's predominant usage showed quotation marks around one or more elements.

AACR 2 compatible heading: Istituto tecnico C.  
Gemmellaro di Catani.  
(AACR 2 form: Istituto tecnico "C. Gemmellaro" di  
Catani)

b) Acronyms. The existing heading contained an acronym in lower-cased letters after an initial capital letter even though the body's predominant usage showed the acronym all in capital letters.

AACR 2 compatible heading: Amacom  
(AACR 2 form: AMACOM (Organization))

Note: If the body were famous, the heading was reestablished in its AACR 2 form.

### c) Terms of incorporation

1) The existing heading contained a term of incorporation that did not agree with AACR 2 capitalization.

AACR 2 compatible heading: Art Nouveau, inc.  
(AACR 2 form: Art Nouveau, Inc.)

2) The existing heading contained a term of incorporation that would not be retained under AACR 2.

AACR 2 compatible heading: Press Association, ltd.  
(AACR 2 form: Press Association)

AACR 2 compatible heading: Schweizerisches  
Ost-Institut, A.G.  
(AACR 2 form: Schweizerisches Ost-Institut)



3)) The existing heading lacked a term of incorporation that would be included under AACR 2.

AACR 2 compatible heading: Daumier Prints  
(AACR 2 form: Daumier Prints Inc.)

d) Hierarchy. The existing heading for a Chinese, Japanese, or Korean corporate body contained more hierarchy than AACR 2 would permit.

AACR 2 compatible heading: Japan. Hōmusho.  
Keijikyoku.  
(AACR 2 form: Japan. Keijikyoku)

#### 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 Uni-  
versity (Evanston, Ill.). School of Law

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

but 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

When the name of a subordinate body contains more than one unit in the hierarchy, apply the "entire name" provision in type 5 only to the body immediately above the body being established. However, if the application of rule 24.14 results in the omission of the immediately above body from the heading, do not apply type 5 to the name of the subordinate body.

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 Com-  
mission 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 Uni-  
versity

#### Exclusions from Type 5

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

1) the name of the subordinate body is made up of the higher body's name plus a designation for the subordinate body that does not by itself convey the idea of a corporate body;

name: Camden Friends of the Earth  
heading: Camden Friends of the Earth  
not Friends of the Earth. Camden

name: Women of the Minnesota Conference of the  
United Church of Christ  
heading: Women of the Minnesota Conference of the  
United Church of Christ  
not United Church of Christ. Minnesota.  
Conference. Women.

name: Ladies of the Grand Army of the Republic  
heading: Ladies of the Grand Army of the Republic  
not Grand Army of the Republic. Ladies

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

N.B. This category of exclusions does not apply to the subordinate designation "Friends," as in "Friends of the [name of library or museum]," because this designation has been so commonly used and consequently can be considered "corporate" in connotation.

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

name: University of Nebraska Medical Center  
heading: University of Nebraska Medical Center.  
not University of Nebraska (Central  
Administration). Medical Center

#### 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. Con-  
ference (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.)

#### 25.5D. [Rev.]

##### Form of Languages

When naming a language in a uniform title, base the name on the form used in Library of Congress Subject Headings. Greek represents a special case. Use "Greek" for classical Greek and modern Greek. If, however, the item is a translation from classical Greek into modern Greek, use "Greek (Modern Greek)" in the uniform title. If the item includes text in both, use "Greek (Modern Greek)" and "Greek (Classical Greek)" in the uniform title.)

##### Multilingual Works

If a work was originally issued in a single edition in two or more languages, and there is no evidence that one text represents the original and the others translations of this original, do not add the languages after the uniform title when the edition being cataloged is in all of these languages. For example, some documents of international bodies are first issued with the text in all the official languages of the body; also, the laws of some countries with two official languages (e.g., Belgium, South Africa) are originally issued in both official languages. However, if another edition of such a work is issued in only one of the languages, or in additional languages, add the name of the language or "Polyglot" after the uniform title for this edition, leaving the uniform title for the original without a language designation.

If a work was originally issued simultaneously in separate editions in different languages, and there is no evidence that the text in one of the languages is the original, select one of the editions as the original according to 25.3C and treat the others as translations.

25.10. WORKS IN A SINGLE FORM. [Rev.]. This rule is for publications of an author who writes in more than one form.

The purpose of the rule is to provide a sensible gathering point in the catalog for items whose titles are more or less inadequate. Thus if a collection of the selected works of an author has an adequate title, the rule should not be applied. In order to have a uniform approach to this concept of adequacy of title, apply the following instructions:

1) Consider that the title is inadequate and that consequently this rule should be applied to the following cases:

a) The title proper of the collection is indistinctive (normally do not consider that the presence of the author's name in the title makes it distinctive);

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

b) The collection lacks a collective title proper (1.1G).

James, Henry. 1843-1916  
The author of Beltraffio ; Pandora ; Georginna's reasons ; The path of duty ; Four meetings

2) Consider that the title is adequate in all other cases.

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

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

For collections containing works in translation, attempt to distinguish between those cases in which the translation is of an existing collection in the original language and cases in which there is no such collection in the original language:

1) If the collection does exist in the original language, use the uniform title of the original or, if no uniform title is appropriate, its title proper, followed by the language of the translation.

2) If the collection does not exist in the original language and 25.10 applies, use a collective uniform title according to this rule regardless of the quality of the title of the translated collection. Follow the collective uniform title with the language of the translation.

#### Composers and Writers

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

1) If the person is primarily a composer, use the uniform title "Literary works" for editions containing the complete literary works. (For collections containing the complete musical and literary works, apply LCRI 25.8.) For partial collections of the literary works containing one particular form, use one of the uniform titles specified in 25.10. For partial collections of the literary works containing more than one particular form, use the uniform title "Literary works. Selections," not "Selections."

2) If the person is primarily a writer, use the uniform title "Musical works" for editions containing the complete musical works. (For collections containing the complete literary and musical works, apply LCRI 25.8.) For partial collections of the musical works containing various types of compositions in one broad or specific medium or containing one type, use one of the uniform titles specified in 25.36. For partial collections of the musical works containing various types of compositions in various media, use the uniform title "Musical works. Selections," not "Selections."

## 26.2D. Explanatory references. [Rev.]

Generally, LC practice will be to prefer simple, individual see or see also references to explanatory references, but the cataloger-generated technique is available when explanatory references are required.

### Cross references for joint pseudonyms

Make an explanatory reference from real names to a joint pseudonym. Also make the reference from joint pseudonym to real names, if there are entries under the real names.

Graves, Robert, 1895-

For works of this author written in collaboration with Laura (Riding) Jackson, search under: Rich, Barbara.

Rich, Barbara

Joint pseudonym of Robert Graves and Laura (Riding) Jackson. For works of these authors written under their own names, search under:

Graves, Robert, 1895-

Jackson, Laura (Riding), 1901-

26.2D2. [Rev.]. LC will not apply the option. Instead, trace individual references for each heading (cf. LCRI 26.2).

## ESTABLISHING BIBLICAL FIGURES

When establishing mortals mentioned in the Bible, note that the common nature of such names as Joshua, Mary, and Joseph means that in the most general sense Biblical names usually conflict. Add an appropriate qualifier when judgment under this broad view of "conflict" would call for one. Note on the one hand that almost all single-element names conflict in this way and need a qualifier, while on the other hand, completely non-conflicting names of late figures such as Pontius Pilate do not need a qualifier.

If a qualifier seems appropriate, add one according to normal practices (see, for example, rules 22.8A, 22.13A, and 22.19A). Probably a good choice for people who fit one of the major Biblical categories such as prophets or patriarchs, is a phrase stating "Biblical" plus the designation of the category.

... (Biblical prophet)  
... (Biblical patriarch)

In case of doubt as to an appropriate specific qualifying phrase, note the utility of a general phrase such as

... (Biblical figure)

None of the above is prescriptive; use judgment primarily. Do not apply the "in case of doubt" clause instead of all that precedes it.

## FIXED FIELD CODE "GOVT PUB" FOR PUBLICATIONS OF GOVERNMENTS

From time to time the Library of Congress receives requests for a refinement of the instructions for using the code for government publications. Prompted by these requests, the Library wishes to offer a clarification about the original intent for this code when first developed several years ago. The code was intended to provide a kind of "quick and dirty" indexing of records that might on occasion benefit some users wishing to retrieve records via the code. The main reason for that attitude is that it is not possible to define precisely and simply the concept of "government publications"; moreover, the designation of the particular level of government, according to sub-categories of the code, can be similarly problematic. A good deal of cataloging time would be required if it were necessary to apply the concept rigorously according to strict parameters; and it is still clear that such an expense of cataloging time is not warranted by the actual use of the code. Therefore, we urge that the cataloger make a quick decision according to judgment both as to whether the codes should be used and also as to which sub-category of the code should be used. At the same time we encourage others to realize this intent and consequently not consider different judgments as errors, particularly in the context of a multi-library data base of catalog records.

Below are the instructions provided to LC catalogers.

### Assignment of Government Publication Code

Use the notes below as a guide to assigning the government publication code, recognizing that the process cannot always be a precise one and that it is necessary in some cases simply to use one's best judgment.

1) Definition. A government publication is defined as any item published or produced (e.g., audiovisual materials) by a body created or controlled by a national, state, or local government (including inter-governmental bodies of all types), or by any subdivision of such a body. Note that under this guideline a government body and all its subdivisions are treated as government bodies regardless of how they may be entered as headings (under jurisdiction or directly). In the bibliographic record created for the item being cataloged, the body does not have to be a main or added entry, but it must be named as publisher, etc., in the publication, distribution, etc., area. When in doubt, treat the item as a government publication.

2) Autonomous or semi-autonomous level. Use value "a" for autonomous or semi-autonomous components of the Soviet Union (e.g., R.S.F.S.R.), the Yugoslav Republic, and Malaysia.

3) Communist countries. Since coding of all items published in communist countries would limit the usefulness of this fixed field, government coding should be used only for the same type of bodies that would be considered government in a non-communist country. In coding items in this manner, it is quite possible that one will often have to follow the statement that "when in doubt, treat the item as a government publication."

4) Great Britain. Use value "f" for items published by the governments of England, Wales, Scotland, and Northern Ireland.

5) Uncertainty if a government agency. Use value "u" (unknown) if one is not sure whether or not the publisher is a government agency.

6) Uncertainty of government level. Use value "o" (level undetermined) when one is certain that the publisher is a government agency but there is uncertainty about the jurisdictional level.

7) Two levels. If an item is published jointly by government agencies at two different levels, code for the higher government level.

8) Academic instructions. Treat items published by academic institutions as government publications if the institutions are created or controlled by a government.

9) University presses. Treat items published by university presses as government publications if the presses are created or controlled by a government, e.g., state university presses in states of the United States.

#### COMPACT DISC SOUND RECORDINGS

Cataloging Service Bulletin, no. 28 (Spring 1985), p. 23-26, conveyed the Library of Congress proposal for additions and changes to Part I of AACR 2 to cover compact disc sound recordings. The Joint Steering Committee for Revision of AACR (JSC) has approved the additions and changes proposed. The official texts for the revisions will be issued when they become available. In the interim, below are the final versions as approved by the JSC

1.5C1. [Change 4th example to:]

1 sound disc (20 min.) : analog, 33 1/3 rpm, mono.

1.5D1. [Change 4th example to:]

1 sound disc (56 min.) : digital, stereo. ; 4 3/4 in.

1.10B. [Change 2nd example to:]

3 v. : ill. ; 30 cm.

Note: Sound disc (12 min. : analog, 45 rpm, mon ; 7 in.) in pocket at end of v. 3

1.10C2, option b) [Change physical description in second example to:]

1 sound cassette (15 min.) : analog, mono.

2.5E1. [Change 3rd example to:]

27 p. : ill. ; 21 cm. + 1 sound disc (25 min. : analog, 33 1/3 rpm, mono. ; 12 in.)

5.5E1. [Change 2nd example to:]

1 score (vii, 32 p.) ; 28 cm. + 1 sound tape reel (60 min. : analog, 7 1/2 ips, mono. ; 7 in. , 1/2 in. tape)

6.5C1. [Alter the 1st, 3rd, and 5th details to:]

type of recording  
groove characteristics (analog discs)  
number of tracks (tapes)

6.5C2. [Delete and substitute:]

6.5C2. type of recording. Give, for a disc or tape, the type of recording, i.e., the way in which the sound is encoded on the item being catalogued.



1 sound disc (45 min.) : analog  
1 sound disc (56 min.) : digital  
1 sound cassette (90 min.) : analog

Give, for a sound track film, the type of recording (either optical or magnetic) or the name of a unique recording system (e.g., Phillips-Miller).

1 sound track film reel (10 min.) : magnetic  
1 sound track film reel (15 min.) : Phillips-Miller

6.5C3. [Change first paragraph and example to:]

6.5C3. Playing speed. Give the playing speed of an analog disc in revolutions per minute (rpm).

1 sound disc (45 min.) : analog, 33 1/3 rpm

[Add, as 2nd paragraph]

Give the playing speed of a digital disc in metres per second (m. per sec.) if it is other than 1.4 metres per second.

[Change 2nd example to:]

1 sound tape reel (16 min.) : analog, 7 1/2 ips

Do not give the playing speed if it is standard for the item (e.g., 1 7/8 inches per second for a tape cassette).

1 sound cassette (120 min.) : analog, 15/16 ips,  
mono.

6.5C4. [Change "a disc" to "an analog disc," and change example to:]

1 sound disc (7 min.) : analog, 78 rpm, microgroove

6.5C7. [Change examples to:]

1 sound disc (56 min.) : digital, stereo.

1 sound tape reel (ca. 60 min.) : analog, 1 7/8 ips,  
2 track, mono.

6.5C8. [Change example to:]

1 sound cassette (60 min.) : analog, stereo., Dolby  
processed

6.5D2. [Delete example and substitute:]

1 sound disc (20 min.) : analog, 33 1/3 rpm, stereo.  
; 12 in.

1 sound disc (56 min.) : digital, stereo. ; 4 3/4  
in.

6.5D5. [Change example to:]

1 sound cassette (85 min.) : analog, 3 3/4 ips,  
mono. ; 7 1/4 x 3 1/2 in, 1/4 in. tape

6.5D6. [Change example to:]

1 sound tape reel (60 min.) : analog, 7 1/2 ips,  
mono. ; 7 in., 1/2 in. tape

6.5E1. [Change example to:]

1 sound disc (50 min.) : analog, 33 1/3 rpm, stereo.  
; 12 in. + 1 pamphlet (11 p. : col. ill. ; 32 cm.)

6.7B10. [Add, between "all" and "discs" in the 3rd line, "analog,"  
and add to the examples under "Discs":]

Compact disc

Analog recording

(For a digital disc made from an analog original)

Digital recording

(For an analog disc made from a digital original)

[Add, to the example under Tape]

Digital record

(For an analog tape made from a digital original)

8.5E1. [Change 2nd example to:]

40 slides : col. + 1 sound disc (30 min. : analog,  
33 1/3 rpm, mono. ; 12 in.)

10.5E1. [Change 2nd example to:]

1 hand puppet : red and blue ; 20 cm. long + 1 sound  
disc (20 min. : analog, 33 1/3 rpm, mono. ; 12 in.)

13.5A. [Change first part of 6th example to:]

Bob Wills and his Texas Playboys [GMD]. — side 4 of  
2 sound discs (ca. 17 min.) : analog, 33 1/3 rpm,  
stereo. ; 12 in.

13.5A. [Change first part of 7th example to:]

Nonbook materials (NBM) [GMD] / Ronald Hagler. — on  
side B of tape 2 of 3 sound cassettes : analog, mono.

13.6. [Change first part of 2nd example to:]

American folklore [GMD] / co-ordinated for the Voice  
of America by Tristram Coffin. — Washington : United  
States Information Agency [production company]. —  
sound tape reels : analog, 7 1/2 ips, mono. ; 7 in. —  
(Forum series)

Glossary. [Add:]

Analog sound recording. A sound recording on which vibrations have been registered in a form analogous to the manner in which sound is perceived by the human ear; i.e., a mechanical, electrical, or magnetic fluctuation that follows the air pressure variations by which the human ear experiences sound.

Digital sound recording. A sound recording in which vibrations have been registered by encoding, mechanically or magnetically, a series of numbers (digits) that describe the sound completely.

[Add, to the definition of "Sound recording:"]

See also Analog sound recording, Digital sound recording.

SUBJECT CATALOGING

SUBJECT HEADINGS OF CURRENT INTEREST

Second quarter, 1985

Arms control—Verification  
Baby boom generation (Indirect)  
Benzodiazepine abuse (Indirect)  
Biological response modifiers (Indirect)  
Classroom learning centers (Indirect)  
Cookery for one  
Cookery for two  
Diagnosis related groups (Indirect)  
Divorce therapy (Indirect)  
Employer-supported education (Indirect)  
Family mediation (Indirect)  
Handicapped parents (Indirect)  
Health promotion (Indirect)  
Group identity (Indirect)  
Living alone (Indirect)  
Methaqualone abuse (Indirect)  
Near-death experiences (Indirect)  
Nonrenewable natural resources (Indirect)  
Nuclear arms control—Verification  
Office politics (Indirect)  
Panic attacks (Indirect)  
Parents of handicapped children (Indirect)  
Postpartum psychiatric disorders (Indirect)  
Privatization (Indirect)  
Strategic Defense Initiative  
Survivalism (Indirect)  
Women—Employment re-entry  
Yeast-free diet

Third quarter, 1985

AIDS (Disease) (Indirect) [formerly: Acquired immune deficiency syndrome]  
Compact disc players  
CPR (First aid) (Indirect)  
Human-animal relationships (Indirect)  
Intergenerational relations (Indirect)  
Life change events (Indirect)  
Nuclear winter (Indirect)  
Orphan drugs (Indirect)  
Pestos  
Public art (Indirect)  
Salsas (Cookery)  
Sports for the aged (Indirect)  
Taste disorders (Indirect)  
Timeout method

## "CITY FLIP" DISCONTINUED IN SUBJECT CATALOGING PRACTICE

The term "city flip" has been used informally to refer to the practice whereby certain subject headings were divided indirectly only by names of jurisdictions at a level higher than cities. When it was necessary to divide to the city level, the heading was "flipped," i.e., the topical element became a subdivision under the name of the city.

Fountains—Italy  
Fountains—Italy—Veneto  
but Rome (Italy)—Fountains

This practice has now been discontinued. All headings that may be divided indirectly are now to be divided even to the city level, when appropriate. Thus a heading such as Rome (Italy)—Fountains is no longer valid. Instead, the heading is constructed in the standard form Fountains—Italy—Rome. Cancellations of the general see also references in LCSH that authorized "city flip" treatment of certain topics will appear in supplements to LCSH beginning with the second quarter of 1985. A complete list of the headings affected by this change in practice appears in the Subject Cataloging Manual: Subject Headings, H 832, reproduced elsewhere in this issue.

The discontinuation of the "city flip" does not affect those topics that are constructed as subdivisions under jurisdictional names at all levels including cities, e.g., —Economic conditions, —Race relations, —Social life and customs. The complete list of these subdivisions appears in H 1140, also in this issue.

It should be noted that, although "city flip" headings will no longer be constructed, subject entries under names of cities will still be made for many categories of material.

1) For works of interest to local historians and genealogists, a [city]—[topic] heading, such as [city]—Church history, [city]—Genealogy, etc., will be added, as required by the provisions of H1845.

2) For architectural works about any type of building or other structure located in a particular city, as well as for architectural works about an individual building or structure, the heading [city]—Buildings, structures, etc. will be assigned in addition to the [topic]—[place] heading(s), e.g., 1. Theaters—New York (N.Y). 2. New York (N.Y.)—Buildings, structures, etc.

3) For works about a particular disaster, riot, demonstration, etc., occurring in a city, the heading [city]—History—[period subdivision, if appropriate] will be assigned in addition to the [topic]—[place] heading(s), e.g., 1. Blizzards—New York (State)—Buffalo. 2. Buffalo (N.Y.)—History.

4) For any work for which access by the name of the city is judged to be important, a [city]—[topic] heading will be assigned using one of the subdivisions valid for use under city names, listed in H 1140.

Several instruction sheets in the Subject Cataloging Manual: Subject Headings are affected by this change in practice. Revisions of these instruction sheets will appear in a revised and expanded edition of the Manual. It is anticipated that this new edition will be published later this year.

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INDIRECT LOCAL SUBDIVISION TO THE CITY LEVEL

**BACKGROUND:** Until early 1985, certain topical headings in LCSH had provision for indirect local subdivision, but were not divided indirectly to the city level. Instead, in order to express these topics in conjunction with the name of a city, a subdivision was used under the heading for the city. Topics that received this treatment could be identified in LCSH by the presence of a general see also reference of the following type:

Fountains (Indirect)  
sa subdivision Fountains under names of cities

The term "city flip" was used informally to refer to this practice. Following the provisions of the "city flip," the heading for a general work about fountains in California would be Fountains—California, whereas the heading for a work about fountains in Los Angeles would have been Los Angeles (Calif.)—Fountains. The "city flip" has now been discontinued. The general see also references of the type described above have been cancelled from LCSH. The procedures described below are to be applied to all headings listed on the following pages.

PROCEDURES:

1. If a work discusses a topic in a specific city, and the heading for the topic is designated (Indirect), divide the heading indirectly to the city level, e.g. Fountains—California—Los Angeles.
2. Headings for cities. Observe in addition the following provisions:
  - a. For works of interest to local historians and genealogists, also assign an appropriate [city]—[topic] heading, as described in H 1845.
  - b. If the topic of the work is a category of structures, such as buildings, monuments, bridges, etc., also assign the heading [city]—Buildings, structures, etc., within the limitations of H 1334 and H 1334.5.
  - c. If the city is judged to be an important aspect of the work in its own right, assign an additional heading of the type [city]—[topic], using one of the topical subdivisions valid for used under city names, e.g. —Race relations, —Social life and customs, etc. (cf. H 1140).
  - d. Works about disasters, riots, demonstrations, etc., in cities. As a general rule, assign a heading of the type [category of event]—[place], and for historical treatments, a heading of the type [city]—History—[period or century subdivision, if appropriate] (see H 1560).
3. Correction of bibliographic records. Bibliographic records that require changing headings from the [city]—[topic] form to indirect subdivision of the topical heading are being updated as a special project. Do not initiate a systematic update of these records; change headings of this type in individual records only when the record is being updated for other reasons.

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**HEADINGS AFFECTED:** The following is a list of topical headings for which there had formerly been corresponding topical subdivisions used only under cities. The general see also references to these now-obsolete subdivisions have been cancelled from LCSH; the topical headings are now to be divided indirectly to the city level:

- Airports
- Almshouses
- Ambulance service
- Amusements
- Armories
- Auditoriums
- Avalanches
- Bathing beaches
- Bazaars, Oriental
- Bombings
- Bridges
- Buildings
- Canals
- Carnival
- Castles
- Cemeteries
- Charities
- Charities, Medical
- Churches
- City planning
- Civic improvement
- Conservatories of music
- Convention facilities
- Convents and nunneries
- Correctional institutions
- Courtyards
- Cries
- Demonstrations
- Discotheques
- Docks
- Dwellings
- Election districts
- Evening and continuation  
schools
- Explosions
- Fire prevention
- Fires
- Ferries
- Festivals
- Floods
- Fortification
- Fountains
- Gates
- Guilds
- Harbors
- Hospitals
- Hotels, taverns, etc.
- Laboratories
- Landslides
- Laundries, Public
- Libraries
- Lighting
- Local transit

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Lodging-houses  
Marketplaces  
Markets  
Mayors  
Military bases  
Monasteries  
Monuments  
Morgues  
Mosques  
Museums  
Music halls (Variety-theaters,  
cabarets, etc.)  
Office buildings  
Orphanages  
Palaces  
Parks  
Playgrounds  
Plazas  
Public comfort stations  
Recreation  
Recreation areas  
Restaurants, lunch rooms, etc.  
Riots  
Schools  
Sepulchral monuments  
Sewerage  
Shopping centers  
Shrines  
Slaughtering and  
slaughter-houses  
Sports facilities  
Stables  
Statues  
Stockyards  
Stores, Retail  
Storms  
Street cleaning  
Streets  
Stupas  
Synagogues  
Temples  
Theaters  
Tombs  
Towers  
Underground areas  
Walls  
Water consumption  
Water use  
Wharves



FREE-FLOATING SUBDIVISIONS USED UNDER NAMES OF PERSONS

**BACKGROUND:** In the past sets of form and topical subdivisions evolved for use under personal name headings belonging to a few broad categories of persons: rulers and statesmen, musicians, philosophers, founders of religions, and literary authors. These subdivisions were established and printed in LCSH under representative pattern personal name headings in order to reduce and keep to a minimum the number of personal names included in LCSH. Separate lists of the subdivisions were issued and maintained for each category. General subdivisions usable under any personal name heading were included in the list of most commonly used subdivisions. This present list is a consolidation and revision of the general subdivisions used under any personal name and the subdivisions used under personal names belonging to the first four categories. As such, it supersedes and replaces H 1165 and the separate lists issued as supplements to that instruction sheet, which should now be discarded. This instruction sheet applies to all persons regardless of category, except literary authors. Subdivisions used under names of individual literary authors are established and printed in LCSH under Shakespeare, William, 1564-1616, and listed with explanatory notes and cross references in H 1155.4.

**GENERAL PRINCIPLE:** When assigning a name heading for any person except literary authors, subdivide the name on a free-floating basis by the appropriate form and topical subdivisions listed below. If a topical subdivision is assigned which represents an important approach to the work, also provide direct subject access to that topic by assigning an additional heading to the work.

**PROCEDURES:**

1. Assign an unsubdivided personal name heading for the complete biography of a person or for general criticism of his life and/or work. Also use unsubdivided personal name headings for works dealing with more than three separate aspects of an individual's life or work, or discussing one or more specific minor topics not covered by subdivisions on this list. Consult H 1330 for guidelines and instructions on assigning subject headings to biographical works.
2. As needed, subdivide personal name headings by appropriate form and topical subdivisions from this list on a free-floating basis. Assign the subdivisions according to the guidelines and scope notes provided. If a specific subdivision is applicable to the topic of the work being cataloged, use it without regard to the size of the file already accumulated or anticipated about the person in the data base.
3. Varying or conflicting and additional subdivisions have been established and printed in LCSH under a few unique and highly significant individuals, e.g. Gautama Buddha; Muhammad, d. 632; and Jesus Christ. In those cases, the printed subdivisions take precedence over this list and should continue to be used.

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4. New subdivisions. Propose as additions to this list only new subdivisions having a wide range of potential application. For specific topics applying only to unique or highly significant persons, establish the subdivision under the name of the pertinent person for inclusion in LCSH, e.g. Mary, Blessed Virgin, Saint—Annunciation. Do not establish specific topics as subdivisions under the names of persons who are not prominent or well known. Instead assign the closest subdivision from the list as described in para. 5 below or use the unsubdivided personal name heading with additional headings to bring out the particular topic.

5. For works discussing subtopics or aspects of topical subdivisions on the list that are too specific to be separately established, assign the broader subdivision under which the topic is subsumed. Make an additional entry under the specific topic. Examples:

Title: The professional ethics of Dr. John Smith, surgeon.

1. Smith, John—Ethics.
2. Surgeons—Professional ethics.

Title: The murder trial of Wilbur Jackson.

1. Jackson, Wilbur—Trials, litigation, etc.
2. Trials (Murder)—Pennsylvania—Pittsburgh.

6. Persons with multifaceted careers.

a. Treat persons with multifaceted careers according to the emphasis of the work at hand unless a direct conflict exists between this list and the list of subdivisions used under individual literary authors (H 1155.4). For example, if a person such as Luce, Clare Boothe, 1903- is discussed as a diplomat and politician, assign appropriate subdivisions from this list. If another work deals with her as a playwright, assign appropriate literary author subdivisions.

b. Direct conflicts with the literary authors list. In situations where there is a direct conflict between subdivisions on this list and the literary authors list, assign subdivisions from the field in which the person is better known. If the person is better known as a literary author, assign subdivisions according to H 1155.4.

For example, a collection of poems about a dual-career person who is better known as a literary author could not receive the heading [name of person]—Poetry. The heading [name of person], in fiction, drama, poetry, etc. should be used instead.

Subdivisions in direct conflict with subdivisions on H 1155.4 are noted in this list by the statement, "Do not use under persons also known as literary authors." Consult H 1155.4 for the subdivisions used under individual literary authors in those cases.

c. Once it has been determined that a person is better known as a literary author and a conflicting subdivision has been assigned under that person, continue to use that subdivision for the concept in question, regardless of the particular orientation of the work in hand.

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For example, once the subdivision —Biography and its further subdivisions from the literary authors list have been assigned under a person recognized as a literary author, continue to use them for subsequent biographical works that discuss the person from a non-literary standpoint.

**7. Relation to specific disciplines, fields, or topics.** Four subdivisions on the list relate the person to specific disciplines, fields, or topics: —Career in [specific field or discipline]; —Contributions in [specific field or topic]; —Knowledge—[specific topic]; and —Views on [specific topic]. Guidelines for the use of each are given below. Complete these subdivisions on a free-floating basis with either a running phrase or a subdivision for the specific field or topic. In formulating the phrases, express the topic or field in uninverted form as clearly and succinctly as possible, e.g. —Contributions in doctrinal theology; —Contributions in theory of knowledge; —Views on communist journalism; —Views on Eastern Europe. Further subdivisions following —Knowledge may be in inverted form if the basic heading is inverted, e.g. —Knowledge—Anatomy, Human. Make an additional entry for the specific field or topic.

**a. —Career in [specific field or discipline].** Use for works limited to describing events in the person's occupational life or participation in a profession or vocation, e.g. Washington, George, 1732-1799—Career in surveying.

**b. —Contributions in [specific field or topic].** Use for works discussing the person's actual substantive contributions or accomplishments in a specific field or topic, whether made as a result of a vocation or an avocation, e.g. Jefferson, Thomas, 1743-1826—Contributions in architecture. Also, use for discussions of the person's philosophy or system of thought on a particular topic which he propounded or imparted to others, e.g. Leibniz, Gottfried Wilhelm, Freiherr von, 1646-1716—Contributions in logic. Use this subdivision to bring out one specific field or topic for a person active in more than one field, e.g. Newton, Isaac, Sir, 1642-1727—Contributions in mathematics. Also, use the subdivision to bring out subtopics or aspects of a particular field to which an individual contributed, e.g. Wright, Frank Lloyd, 1867-1959—Contributions in solar architecture. Do not use the subdivision —Contributions in [specific field or topic] for a work discussing the individual's general contributions in the discipline or field with which he is solely or primarily identified. For example, do not use Wright, Frank Lloyd, 1867-1959—Contributions in architecture. Assign the person's name without subdivision in such cases.

**c. —Knowledge—[specific topic].** Unlike the literary authors list, where use of this subdivision is restricted and the list of its further subdivisions is closed, on this list —Knowledge may be further subdivided by any relevant topic. Use this subdivision for works discussing the person's knowledge of a particular topic, whether explicitly stated by the person or inferred from his life and works, e.g. Debussy, Claude, 1862-1918—Knowledge—Literature. Also, use for discussions of the person's educational background in a specific topic.

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d. —Views on [specific topic]. Use this subdivision for works on the person's opinions or attitudes on a specific topic, whether explicitly stated by the person or inferred from this life and works, e.g. John Paul II, Pope, 1920— —Views on church and state.

8. Assignment of additional headings. Bring out by means of an additional heading the topic of a subdivision representing an important aspect by which the work should be retrieved.

Many subdivisions are not important topics in their own right, e.g. form subdivisions and subdivisions such as —Childhood and youth, which express personal aspects of an individual's life. Other subdivisions, however, do represent significant concepts which should be brought out by both a topical subdivision under the person's name and a subject heading for the topic itself. Situations requiring additional headings are noted in the list.

Examples:

Title: Lincoln and Black freedom : a study in presidential leadership.

1. Lincoln, Abraham, 1809-1865—Relations with Afro-Americans.
2. Afro-Americans—History—To 1863.
3. Afro-Americans—History—1863-1877.

Title: Civil liberties and democracy : attitudes of a president.

1. Roosevelt, Theodore, 1858-1919—Views on civil rights.
2. Civil rights—United States—History.

Title: The origin and significance of Hegel's logic.

1. Hegel, Georg Wilhelm Friedrich, 1770-1831—Contributions in logic.
2. Logic, Modern—19th century.

Title: Voyage to China.

1. China—Description and travel—1976-
2. Smith, John—Journeys—China.

Title: FDR's splendid deception.

1. Roosevelt, Franklin D. (Franklin Delano), 1882-1945—Health.
2. Presidents—United States—Biography.
3. Poliomyelitis—Patients—United States—Biography.

9. [name of person], in fiction, drama, poetry, etc. Assign the free-floating phrase heading [name of person], in fiction, drama, poetry, etc. as a topical heading for works which discuss the person as a theme in belles lettres in general, in specific literary genres, or in musical dramatic works such as operas, ballets, musical comedies, etc.

**IMPLEMENTATION:** The procedures in this instruction sheet apply mainly to new materials being cataloged. Do not attempt to revise systematically the subject headings assigned to existing records in the MARC data base. Re-evaluate and revise as necessary those existing records encountered during the course of normal cataloging activities. When assigning a new subdivision from this list for the first time under the name of a person, correct records using a conflicting subdivision under that person in the MARC data base.

- Abdication, [date]**
- Abstracts**
- Adaptations**
  - Use under individuals such as artists or composers for discussions of adaptations by others of their creative works. For discussions of an individual's adaptations of themes from others, see **—Sources**.
- Addresses, essays, lectures**
- Adversaries**
  - Use for discussions of contemporaries who opposed the person's point of view or work.
- Aesthetics**
  - Use for discussions of the individual's philosophy of art or beauty, whether explicitly stated or inferred from his creative works
- Alcohol use**
  - Use for works about the person's use or abuse of alcohol.
  - See also **—Drug use**
- Allegory, see **—Symbolism**
- Ancestry, see **—Family**
- Anecdotes**
  - Use for collections of brief narratives of true incidents from the individual's life.
- Anniversaries, etc.**
- Anniversaries, etc., [date]**
  - Use for works dealing with the anniversary celebration itself. Do not use for works merely published on the occasion of an anniversary.
- Appreciation (Indirect)**
  - Use for works on public response and reception, praise, etc. of the person's artistic works. Use under persons active in the fine arts, music and performing arts. For works consisting of critical analysis or interpretation of artistic works without biographical details, see **—Criticism and interpretation**. For works on public opinion about the person, see **—Public opinion**. For works on the person's impact on other persons, groups, movements, etc., see **—Influence**. For works on systems of beliefs and rituals connected with divine persons or saints, see **—Cult**.
- Archaeological collections**
  - Use according to H 1427 for works about the person's collections of archaeological items or artifacts.
- Archives**
  - Use for collections or discussions of documentary materials or records relating to the person's public or private activities, including manuscripts, diaries, correspondence, photographs, or other items of historical interest.
  - See also **—Correspondence**; **—Diaries**; **—Iconography**; **—Manuscripts**; **—Notebooks, sketchbooks, etc.**
- Archives—Catalogs**
- Art**
  - Use under persons living before 1400 A.D. for works consisting of reproductions of works of art depicting the person, or works discussing such art. For persons living after 1400, see **—Portraits**.
- Art collections**
  - Use according to H 1427 for works about the person's own art collection.
- Art patronage**
  - Use for works about the person's support and patronage of the arts.
- Assassination**
- Assassination attempt, [date]**

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- Assassination attempts
  - Associates, see —Friends and associates
  - Attitude towards [specific topic], see —Views on [specific topic]
- Authorship
  - Use for discussions of the validity of attributing authorship of works to the person. For discussions of the person's literary ability and accomplishments, see —Literary art.
  - Autobiography, use [name of person].
- Autographs
  - Use for collections or discussions of the person's autographs or handwriting.
- Autographs—Facsimiles
  - Autographs, Spurious, see —Forgeries
- Bibliography
  - Use for lists of publications by or about the person.
- Bibliography—Catalogs
- Bibliography—Microform catalogs
  - Biography, use [name of person].
- Birthplace
  - Bones, see —Museums, relics, etc.; —Tomb
- Bonsai collections
  - Use according to H 1427 for works about the person's collection of bonsai.
- Books and reading
  - Use for works dealing with written material known to have been read by the person, his reading habits and interests, books borrowed from friends or libraries, etc.
  - See also —Library
- Burial, see —Death and burial
- Captivity, [dates]
  - Use for works discussing periods in which the person was held captive in bondage or confinement, especially under house arrest, as a hostage, or in battle. Do not use under persons also known as literary authors. For works discussing periods in which the person was actually imprisoned in a correctional institution or prisoner of war camp, see —Imprisonment, [dates].
  - See also —Exile, [dates]; —Kidnapping, [date]
- Career in [specific field or discipline]
  - Use for works limited to describing events in the person's occupational life or participation in a profession or vocation. Assign an additional heading for the field. Do not use under persons also known as literary authors. For works discussing the person's actual substantive contributions or accomplishments in a specific field or topic, whether made as a result of a vocation or an avocation, see —Contributions in [specific field or topic].
  - See also —Resignation from office
- Caricatures and cartoons
  - Use for collections or discussions of caricatures or pictorial humor about the person.
- Cartoons, satire, etc., see —Caricatures and cartoons; —Humor
- Catalogs
  - Use under artists and craftspersons for works listing their art works or crafts which are available or located in particular institutions or places.
  - See also —Archives—Catalogs; —Bibliography—Catalogs; —Bibliography—Microform catalogs; —Catalogues raisonnés; —Discography; —Exhibitions; —Film catalogs; —Library—Catalogs; —Manuscripts—Catalogs; —Manuscripts—Microform catalogs; —Phonotape catalogs; —Slides—Catalogs; —Thematic catalogs; —Video tape catalogs

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**—Catalogues raisonnés**

Use for comprehensive listings of an artist's or craftperson's works in one medium or all media, usually chronologically or systematically arranged, and accompanied by descriptive or critical notes.

Centennial celebrations, etc., see **—Anniversaries, etc.**

Character, see **—Ethics; —Psychology; —Religion**

**—Childhood and youth**

Do not use under persons also known as literary authors.

**—Chronology**

Use for works which list by date the events in the life of the person.

**—Circus collections**

Use according to H 1427 for works about the person's collections of circus items.

**—Claims vs. ...**

Use for works about the legal claims filed by the person. Complete the subdivision with the name of the jurisdiction against which the claim was brought.

**—Clothing****—Coin collections**

Use according to H 1427 for works about the person's coin collections.

**—Collected works**

Use for collected works about the person. Do not use for the published collected works of the person.

Commentaries, see **—Criticism and interpretation**

Companions, see **—Friends and associates**

**—Concordances**

Use as a form subdivision for indexes to the principal words found in the writings of the person.

**—Congresses****—Contributions in [specific field or topic]**

Use for works discussing the person's actual substantive contributions or accomplishments in a specific field or topic, whether made as a result of a vocation or an avocation. Also use for discussions of the person's philosophy or system of thought on a particular topic which he propounded or imparted to others. Use this subdivision to bring out one specific field or topic for a person active in more than one field, or to bring out subtopics or aspects of a particular field to which an individual contributed. Assign an additional heading for the field or topic. Do not use this subdivision for a work discussing the person's general contributions in the discipline or field with which he is solely or primarily identified. Assign the person's name without subdivision in such cases. Do not use under persons also known as literary authors. For works limited to describing events in the person's occupational life or participation in a profession or vocation, see **—Career in [specific field or discipline]**.

**—Coronation****—Correspondence**

Use as a form or topical subdivision for the letters from and/or to the person. Assign an additional heading for individual correspondents.

Costume, see **—Clothing**

- Criticism and interpretation**  
Use for works consisting of critical analysis or interpretation of the person's artistic works or endeavors without biographical details. Use this subdivision only under persons active in the fine arts, music, and performing arts. For works on public response and reception, praise, etc. of the person's artistic works, see **—Appreciation**.  
Crowning, see **—Coronation**
- Cult (Indirect)**  
Use under divine persons, saints, or persons worshipped for systems of beliefs or rituals associated with the person.
- Death and burial**  
Use for works on the person's death, funeral, and burial, including his last illness. Do not use under persons also known as literary authors.  
See also **—Assassination**; **—Tomb**
- Death mask**  
Devotional literature, see **—Prayer-books and devotions**
- Diaries**  
Use for collections or discussions of the person's diaries. Also use for individual diaries.
- Dictionaries, indexes, etc.**  
See also **—Concordances**
- Disciples**  
Use for works discussing persons who received instruction from the individual or accepted his doctrines or teachings and assisted in spreading or implementing them.
- Discography**  
Use for lists or catalogs of sound recordings by or about the person. See also **—Phonotape catalogs**  
Diseases, see **—Health**
- Drama**  
Use as a form subdivision for plays and musical dramatic works, including operas, ballets, musical comedies, etc., about the person. Do not use under persons also known as literary authors. For criticism or discussions of plays, etc. about an individual, assign [name of person], in fiction, drama, poetry, etc. as a topical heading.
- Dramaturgy**  
Use under composers for discussions of their technique in writing operas and other dramatic works. Do not use under persons also known as literary authors.
- Drug use**  
Use for works about the person's use or abuse of drugs.  
See also **—Alcohol use**  
Dwellings, see **—Homes and haunts**  
Early life, see **—Childhood and youth**  
Education, see **—Knowledge and learning**
- Employees**  
Use for works discussing persons employed by the individual, including household servants, etc.  
Enemies, see **—Adversaries**
- Estate**  
Use for discussions of the aggregate of property or liabilities of all kinds that a person leaves for disposal at his death.  
See also **—Will**
- Ethics**  
Use for discussions of the individual's ethical system and values.  
See also **—Religion**



- Ethnological collections**  
Use according to H 1427 for works about the person's ethnological collections.
- Ethnomusicological collections**  
Use according to H 1427 for works about the person's ethnomusicological collections.
- Exhibitions**  
Use for works about exhibitions on the life or work of the person, including catalogs of single exhibitions.
- Exile, [dates] (Indirect)**  
Do not use under persons also known as literary authors.
- Family**  
Use for discussions of the person's family or relations with family members. Also use for genealogical works. Assign an additional heading for the name of the family. Do not use under persons also known as literary authors.
- Fiction**  
Use as a form subdivision for works of fiction about the person. Do not use under persons also known as literary authors. For criticism or discussions of fiction about a person, assign [name of person], in fiction, drama, poetry, etc. as a topical heading.
- Film catalogs**
- Finance, Personal**  
Use for discussions of the person's financial affairs.  
See also —Estate; —Will  
Folktales, see —Legends
- Forgeries**  
Use for discussions of forgeries of the person's creative works or signature. In the case of individual forgeries, assign an additional heading for the name of the forger.
- Freemasonry**  
Use for works discussing the person's membership or participation in the Freemasons.  
Frequented places, see —Homes and haunts
- Friends and associates**  
Use for discussions of the person's close and immediate contacts such as companions, co-workers, etc.  
See also —Adversaries; —Disciples; —Employees; —Relations with [specific class of persons or ethnic group]  
Funeral, see —Death and burial  
Genealogy, see —Family  
Grave, see —Tomb  
Handwriting, see —Autographs
- Harmony**  
Use under composers for works discussing their uses of harmony.  
Haunts, see —Homes and haunts
- Health**  
Use for works about the person's state of health, including diseases suffered and accounts of specific diseases. Do not use under persons also known as literary authors. For accounts of specific diseases assign an additional heading of the type: [disease]—Patients—[place]—Biography.  
See also —Alcohol use; —Drug use; —Mental health
- Herbarium**
- Homes and haunts (Indirect)**  
Use for works discussing the person's home or dwellings, favorite places, or places he habitually frequented.  
See also —Birthplace; —Journeys; —Palaces

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**—Humor**

Use as a form subdivision for humorous writings about the person. Do not use under persons also known as literary authors. For pictorial humor, see **—Caricatures and cartoons**.

**—Iconography**

Use for works consisting of pictures or other visual images relating to the person, including portraits, portraits of family and friends, views of birthplace, etc.

See also **—Art**; **—Caricatures and cartoons**; **—Numismatics**;

**—Portraits**

Imitations, see **—Parodies, imitations, etc.**

**—Impeachment****—Imprisonment, [dates]**

Use for works discussing periods in which the person was actually imprisoned in a correctional institution or a prisoner of war camp. Do not use under persons also known as literary authors. For works discussing periods in which the person was held captive in bondage or confinement, especially under house arrest, as a hostage, or in battle, see **—Captivity, [dates]**. See also **—Exile, [dates]**

**—Inauguration, [date]**

Indexes, see **—Concordances**; **—Dictionaries, indexes, etc.**

**—Influence**

Use for works discussing the person's impact on other persons, groups, movements, etc. Assign an additional heading for the person or group influenced. For works on public response and reception, praise, etc. of the person's artistic works, see **—Appreciation**.

Interment, see **—Death and burial**

Interpretation, see **—Criticism and interpretation**

**—Interviews**

Use for works consisting of transcripts of what was said during the course of interviews or conversations with the person on one or more occasions.

Journals, see **—Diaries**

**—Journeys (Indirect)**

Use for works about voyages and travels undertaken by the person.

When the subdivision is further subdivided by place, assign an additional heading of the type: [place]—**Description or [place]**

—**Description and travel**, as appropriate.

See also **—Exile, [dates]**

**—Juvenile drama**

Do not use under persons also known as literary authors.

**—Juvenile fiction**

Do not use under persons also known as literary authors.

**—Juvenile films****—Juvenile humor**

Do not use under persons also known as literary authors.

**—Juvenile literature****—Juvenile poetry**

Do not use under persons also known as literary authors.

**—Juvenile sound recordings****—Kidnapping, [date]**

**—Knowledge—[topic]**

Use for works discussing the person's knowledge of a specific topic, whether explicitly stated or inferred from his life and work. Also use for discussions of the person's educational background in a specific topic. Assign an additional heading for the specific topic. Under literary authors, further subdivision of **—Knowledge** is restricted to subdivisions listed in H 1155.4. For works on the person's opinions or attitudes on a specific topic, whether explicitly stated or inferred, see **—Views on [specific topic]**.

**—Knowledge and learning**

Use for works about the person's formal or informal learning or scholarship in general. For knowledge or learning of specific topics, see **—Knowledge—[topic]**.

**—Language**

See also **—Literary art**; **—Oratory**  
Last illness, see **—Death and burial**  
Leadership, Military, see **—Military leadership**  
Learning, see **—Knowledge and learning**

**—Legends**

Use as a form subdivision for stories about the person which have come down from the past and which are popularly taken as historical though not verifiable. Do not use under persons also known as literary authors. See also **—Romances**

Letters, see **—Correspondence**

**—Library**

Use for works discussing the person's own library.  
See also **—Books and reading**

**—Library—Catalogs****—Library resources (Indirect)**

Use for works describing the resources or special collections available in libraries for research or study about the person.

**—Literary art**

Use for discussions of the person's literary ability and accomplishments. Do not use under multi-career persons who are also recognized as literary authors. Under persons who are also recognized as literary authors, use appropriate subdivisions from H 1155.4. For discussions of the validity of attributing authorship of specific works to the person, see **—Authorship**.

**—Literary collections**

Use for literary anthologies about the person which involve two or more literary forms. Do not use under persons also known as literary authors. For anthologies in one literary form, see the form, e.g. **—Drama**; **—Fiction**; **—Poetry**.

Litigation, see **—Trials, litigation, etc.**

**—Manuscripts**

Use for works discussing writings made by hand, typewriter, etc., by or about the person. Do not use for individual works in manuscript form.

See also **—Archives**; **—Autographs**; **—Correspondence**; **—Diaries**; **—Notebooks, sketchbooks, etc.**

**—Manuscripts—Catalogs****—Manuscripts—Facsimiles****—Manuscripts—Indexes****—Manuscripts—Microform catalogs****—Map collections**

Use according to H 1427 for works about the person's collections of maps.

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- Medals  
Use for works about medals issued to commemorate the person.
- Meditations  
Use as a form subdivision for works containing descriptions of thoughts or reflections on the spiritual significance of the person's life or deeds.
- Mental health  
Use for works discussing the person's state of mental health, including mental illness and accounts of specific mental disorders. Do not use under persons also known as literary authors. For accounts of specific disorders or situations, assign an additional heading of the type: [disease]—Patients—[place]—Biography; Psychotherapy patients—[place]—Biography; etc.
- Military leadership
- Miscellanea  
Use for collections of curiosa relating to the person as well as for texts about the person in question and answer format.
- Monuments (Indirect)  
Use for works about monuments erected in honor of the person. See also —Museums, relics, etc.; —Shrines; —Tomb  
Motives, themes, see —Themes, motives
- Museums, relics, etc. (Indirect)  
Use for works on museums devoted to the person. Also includes works on disinterred bones. See also —Archives; —Death mask; —Shrines; —Tomb  
Music, see —Songs and music
- Musical instrument collections  
Use according to H 1427 for works about the person's collections of musical instruments.
- Musical settings  
Use as a form subdivision for musical scores or sound recordings in which writings or words of the person have been set to music.
- Name  
Use for discussions of the history, orthography, etymology, etc. of the person's name.
- Natural history collections  
Use according to H 1427 for works about the person's collections of natural history items or specimens.
- Notebooks, sketchbooks, etc.  
Use for collections or discussions of the person's notebooks, sketchbooks, etc. Also use for individual works.
- Notebooks, sketchbooks, etc.—Facsimiles
- Numismatic collections  
Use according to H 1427 for works about the person's numismatics collections. See also —Coin collections
- Numismatics  
Use for works discussing the representation of the person on coins, tokens, medals, paper money, etc. See also —Medals  
Opponents, see —Adversaries
- Oratory  
Use for works discussing the person's public speaking ability.
- Outlines, syllabi, etc.
- Palaces (Indirect)
- Pardon  
Use for works about the person's legal release from the penalty of an offense.

- Parodies, imitations, etc.**

Use as both a form and topical subdivision for imitations, either comic or distorted, of the person's creative works.

Patronage of the arts, see **—Art patronage**
- Performances (Indirect)**

Use under performing artists or performers of all types for works about their performances. Also use under composers, choreographers, etc. for works about performances of their compositions or works.
- Periodicals**

See also **—Yearbooks**

Personal finance, see **—Finance, Personal**

Personality, see **—Psychology**
- Philosophy**

Use for discussions of the individual's personal philosophy. Do not use under names of philosophers.

See also **—Aesthetics; —Ethics; —Religion**
- Phonotape catalogs**
- Photograph collections**

Use according to H 1427 for works about the person's collections of photographs.

Pictorial humor, see **—Caricatures and cartoons**

Pictorial works, see **—Iconography; —Art; —Portraits**

Place of birth, see **—Birthplace**

Places frequented, see **—Homes and haunts**
- Poetry**

Use as a form subdivision for works of poetry about the person. Do not use under persons also known as literary authors. For criticism or discussions of poetry about a person, assign [name of person], in fiction, drama, poetry, etc. as a topical heading.
- Political and social views**

Use for works discussing the person's political and/or social views in general. For works on specific topics, see **—Views on [specific topic]**.
- Portraits**

Use for collections or discussions of portraits of persons living after 1400 A.D., including portrait sculpture. For persons living before 1400, see **—Art**.

See also **—Caricatures and cartoons; —Death mask; —Numismatics; —Posters; —Self-portraits**
- Poster collections**

Use according to H 1427 for works about the person's collections of posters.
- Posters**

Use for collections or discussions of posters depicting the person.
- Prayer-books and devotions**

Use as a form subdivision, particularly under divine persons or saints, for works of devotions directed to those persons whose help or prayers are requested.
- Prayer-books and devotions—English, [French, German, etc.]**
- Pre-existence**

Use for works discussing the person's existence in a previous state or life. Professional life, see **—Career in [specific field or discipline]**
- Prophecies**

Use for works about the prophecies made by the person.

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**—Psychology**

Use for discussions or interpretations of the person's psychological traits, personality, character, etc. Do not use under persons also known as literary authors.

See also —Mental health

**—Public opinion**

Use for works about public opinion about the person. Do not use under persons also known as literary authors. For works on public response and reception, praise, etc. of the person's artistic works, see —Appreciation.

Public speaking, see —Oratory

**—Quotations**

Use for collections or discussions of the person's quotations.

Reading habits, see —Books and reading

**—Relations with [specific class of persons or ethnic group]**

Assign an additional heading for the specific group with appropriate subdivision if necessary. Specific subdivisions are established under literary authors. See H 1155.4.

Relations with employees, see —Employees

Relations with family, see —Family

Relations with friends and associates, see —Friends and associates

Relics, see —Museums, relics, etc.

**—Religion**

Use for discussions of the person's religious beliefs and practices. Do not use under names of theologians.

See also —Ethics

Residences, see —Homes and haunts

**—Resignation from office**

See also —Abdication, [date]; —Impeachment

Rhetoric, see —Literary art; —Oratory

**—Romances**

Use as a form subdivision under names of historical or legendary figures for medieval tales based chiefly on legends of chivalric love and adventure. Do not use under persons also known as literary authors.

Satire, see —Humor

Sayings, see —Quotations

Scholarship, see —Knowledge and learning

**—Scientific apparatus collections**

Use according to H 1427 for works about the person's collections of scientific apparatus.

**—Seal**

Use for works discussing the devices, such as emblems, symbols or words, used by an individual to authenticate his writings or documents.

**—Self-portraits**

Use for reproductions or discussions of self-portraits by the person.

Sepulchral monument, see —Tomb

**—Sermons**

Use as a form subdivision, particularly under divine persons or saints, for single sermons or collections of sermons about the person.

Servants, see —Employees

**—Sexual behavior****—Shrines (Indirect)**

Use for works discussing structures or places consecrated or devoted to the person and serving as places of religious veneration or pilgrimage.

See also —Museums, relics, etc.

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- Sketchbooks, see —Notebooks, sketchbooks, etc.
- Slide collections  
Use according to H 1427 for works about the person's collections of slides.
- Slides
- Slides—Catalogs  
Social views, see —Political and social views
- Societies, etc.  
Use for works discussing organizations devoted to or specializing in the person's life or work.
- Songs and music  
Use as a form subdivision for collections or single works of vocal or instrumental music about the person. For collections or single works in musical dramatic forms such as operas, ballets, musical comedies, etc., see —Drama.
- Sources  
Use for discussions of the person's sources of ideas or inspiration for his endeavors or creative works. For discussions of adaptations by others of an individual's creative works, see —Adaptations.  
Spiritual life, see —Religion
- Stories of operas  
Use under composers for works discussing or summarizing the stories or plots of their operas.
- Study and teaching (Indirect)  
Use for works on methods of studying and teaching about the person.  
Style, Literary, see —Literary art
- Symbolism  
Use for discussions of the symbols employed by the person in his creative works.  
Tales, see —Legends; —Romances
- Teachings  
Use for works discussing in general the body of knowledge, precepts, or doctrines the person taught to others.
- Thematic catalogs  
Use under composers for listings of the themes of their musical compositions. Do not use under persons also known as literary authors.
- Themes, motives  
Use for discussions of the themes and motives in the person's creative works. Do not use under persons also known as literary authors.
- Tomb  
Use for works about the person's grave, interred bones, etc. For works on disinterred bones, see —Museums, relics, etc.  
See also —Death and burial  
Travels, see —Journeys
- Trials, litigation, etc.  
Use for proceedings or discussions of proceedings of civil or criminal actions to which the person is a party.
- Video tape catalogs
- Views on [specific topic]  
Use for works on the person's opinions or attitudes on a specific topic, whether explicitly stated or inferred. Assign an additional heading for the specific topic. Do not use under persons also known as literary authors. For works on the person's knowledge of a specific topic, whether explicitly stated or inferred from his life and works, see —Knowledge—[specific topic].  
Views on aesthetics, see —Aesthetics  
Views on ethics, see —Ethics

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Views on politics and society, see —Political and social views

Views on society, see —Political and social views

Voyages, see —Journeys

—Will

Use for discussions of the person's legal declaration regarding the disposition of his property or estate.

See also —Estate

Writing skill, see —Literary art

—Yearbooks

Youth, see —Childhood and youth



FREE-FLOATING SUBDIVISIONS USED UNDER NAMES OF PLACES

**BACKGROUND:** Until 1985, the Subject Cataloging Manual and LCSH had provided two separate lists of subdivisions used under places, one for cities (H 1135) and one for regions, countries, etc. (H 1145). When the "city flip" was discontinued (cf. H 832), it was possible to resolve the few remaining discrepancies between the two lists and to consolidate them into a single list of subdivisions used, as applicable, under regions, countries, cities, etc. This instruction sheet supersedes and replaces H 1135 and H 1145.

**TYPES OF HEADINGS DESIGNATED BY THE CATEGORY:** The subdivisions listed below may be used, within the limitations of the footnotes, as free-floating subdivisions under headings for geographic place names including continents; regions; islands; countries; states, provinces, and equivalent jurisdictions; counties and other local jurisdictions larger than cities; and headings for metropolitan areas, suburban areas, and regions based on names of cities. They may also be used, except as footnoted, under names of cities established as valid AACR 2 name headings, under names of ancient or early cities established as subject headings (in accordance with the provisions of H 715), and under names of city sections, districts or quarters (in accordance with the provisions of H 720). Appropriate subdivisions may also be used under headings for geographic features or regions based on geographic features following the guidelines for the assignment of such headings given in H 760. For subdivisions used under names of bodies of water, streams, etc., see H 1145.5.

- Abstracting and indexing
- Abstracts
- Addresses, essays, lectures
- Administrative and political divisions<sup>1</sup>
- Aerial exploration<sup>1</sup>
- Aerial photographs
- Air defenses
- Air defenses, Civil
- Air defenses, Military
- Altitudes<sup>1</sup>
- Anecdotes, facetiae, satire, etc.
- Annexation to ...<sup>1</sup>
- Anniversaries, etc.
- Antiquities<sup>2</sup>
- Antiquities—Collection and preservation<sup>2</sup>
- Antiquities, Byzantine<sup>2</sup>
- Antiquities, Celtic<sup>2</sup>
- Antiquities, Germanic<sup>2</sup>
- Antiquities, Phoenician<sup>2</sup>
- Antiquities, Roman<sup>2</sup>
- Antiquities, Slavic<sup>2</sup>
- Antiquities, Turkish<sup>2</sup>
- Appropriations and expenditures
- Appropriations and expenditures—Effect of inflation on
- Archival resources (Indirect)
- Armed Forces<sup>3,4</sup> (Indirect)
- Autonomous communities<sup>1,5</sup>
- Bibliography
- Bio-bibliography
- Biography

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- Biography—Anecdotes, facetiae, satire, etc.
- Biography—Dictionaries
- Biography—Portraits
- Book reviews
- Boundaries (Indirect)
- Buildings, structures, etc.<sup>6</sup>
- Cantons<sup>1,5</sup>
- Capital and capitol<sup>1</sup>
- Census
- Census—Law and legislation
- Census, [date]
- Census, [number], [date]<sup>7</sup>
- Centennial celebrations, etc.
- Charters<sup>8</sup> —Charters, grants, privileges<sup>9</sup>
- Church history
- Civil defense
- Civil defense—Law and legislation
- Civilization
- Civilization—16th century<sup>1</sup>
- Civilization—17th century<sup>1</sup>
- Civilization—18th century<sup>1</sup>
- Civilization—19th century<sup>1</sup>
- Civilization—20th century<sup>1</sup>
- Civilization—Philosophy
- Claims
- Claims vs. ...
- Climate
- Clubs
- Coast defenses<sup>3</sup>
- Collected works
- Colonial influence
- Colonies<sup>3,10</sup>
- Colonization<sup>3</sup>
- Commerce (Indirect)
- Commercial policy<sup>3</sup>
- Commercial treaties<sup>3</sup>
- Congresses
- Constitution<sup>1</sup>
- Constitution—Amendments<sup>1</sup>
- Constitution—Amendments—  
1st, [2nd, 3rd, etc.]<sup>1</sup>
- Constitutional history<sup>1</sup>
- Constitutional law<sup>1</sup>
- Constitutional law—Amendments<sup>1</sup>
- Constitutional law—Amendments—  
1st, [2nd, 3rd, etc.]<sup>1</sup>
- Constitutional law—Amendments—Ratification<sup>1</sup>
- Constitutional law, State<sup>1</sup>
- Constitutional law, State—Amendments<sup>1</sup>
- Court and courtiers<sup>3</sup>
- Court and courtiers—Food<sup>3</sup>
- Court and courtiers—Language<sup>3</sup>
- Cultural policy
- Defenses<sup>3</sup>
- Defenses—Law and legislation<sup>3</sup>
- Departments<sup>1,5</sup>
- Dependency on ...<sup>3</sup>
- Dependency on foreign countries<sup>3</sup>
- Description<sup>11</sup>
- Description—Aerial<sup>11</sup>

- Description—Guide-books<sup>11</sup>
- Description—Tours<sup>11</sup>
- Description—Views<sup>11</sup>
- Description and travel<sup>12</sup>
- Description and travel—Aerial<sup>12</sup>
- Description and travel—Guide-books<sup>12</sup>
- Description and travel—Tours<sup>12</sup> —Description and travel—Views<sup>12</sup> —Dictionaries and encyclopedias
- Diplomatic and consular service (Indirect)<sup>3</sup>
- Diplomatic and consular service—Buildings<sup>3</sup>
- Diplomatic and consular service—Privileges and immunities<sup>3</sup>
- Directories
- Directories—Telephone
- Discovery and exploration<sup>3</sup>
- Distances, etc.
- Drama
- Economic conditions
- Economic conditions—Regional disparities<sup>1</sup>
- Economic conditions—Statistics
- Economic integration<sup>13</sup>
- Economic policy
- Emigration and immigration<sup>14</sup>
- Emigration and immigration—Biography<sup>14</sup>
- Emigration and immigration—Government policy<sup>14</sup>
- Empresses<sup>3</sup>
- Ethnic relations
- Executive departments
- Executive departments—Public meetings
- Executive departments—Reorganization
- Exiles<sup>1</sup>
- Exploring expeditions<sup>3</sup>
- Fairs
- Fiction
- Film catalogs
- Foreign economic relations (Indirect)<sup>3</sup>
- Foreign opinion<sup>3</sup>
- Foreign opinion, British, [French, Italian, etc.]<sup>3</sup>
- Foreign population
- Foreign population—Housing
- Foreign relations (Indirect)<sup>15</sup>
- Foreign relations—Executive agreements<sup>15</sup>
- Foreign relations—Treaties<sup>15</sup>
- Foreign relations administration<sup>15</sup>
- Frontier troubles<sup>1</sup>
- Full employment policies<sup>1</sup>
- Gazetteers
- Genealogy
- Genealogy—Dictionaries
- Gentry<sup>1</sup>
- Gold discoveries<sup>1</sup>
- Government property
- Government publications
- Government vessels<sup>3</sup>
- Governors<sup>16</sup>
- Governors—Children<sup>16</sup>
- Governors—Election<sup>16</sup>
- Governors—Wives<sup>16</sup>

- Handbooks, manuals, etc.
- Historical geography
- Historical geography—Maps
- Historiography
- History
- History—Anecdotes, facetiae, satire, etc.
- History—Autonomy and independence movements<sup>1</sup>
- History—Bombardment, [date]
- History—Chronology
- History—Errors, inventions,
- History—Partition, [date]
- History—Periodization<sup>1</sup>
- History—Philosophy
- History—[period subdivision, if established]—Philosophy
- History—Prophecies
- History—Siege, [date]
- History—Sources
- History, Comic, satirical, etc.
- History, Local<sup>1</sup>
- History, Local—Collectibles<sup>1</sup>
- History, Military
- History, Military—Religious aspects
- History, Naval<sup>3</sup>
- Imprints
- Industries
- Industries—Energy conservation
- Industries—Energy conservation—  
Law and legislation
- Industries—Environmental aspects
- Industries—Location
- Industries—Location—Environmental aspects
- Industries—Statistics
- Intellectual life
- International status
- Juvenile drama
- Juvenile fiction
- Juvenile films
- Juvenile humor
- Juvenile literature
- Juvenile poetry
- Juvenile sound recordings
- Kings and rulers<sup>1</sup>
- Kings and rulers—Children<sup>1</sup>
- Kings and rulers—Death and burial<sup>1</sup>
- Kings and rulers—Folklore<sup>1</sup>
- Kings and rulers—Genealogy<sup>1</sup>
- Kings and rulers—Heraldry<sup>1</sup>
- Kings and rulers—Journeys (Indirect)<sup>1</sup>
- Kings and rulers—Mistresses<sup>1</sup>
- Kings and rulers—Mothers<sup>1</sup>
- Kings and rulers—Mythology<sup>1</sup>
- Kings and rulers—Religious aspects<sup>1</sup>
- Kings and rulers—Sisters<sup>1</sup>
- Kings and rulers—Succession<sup>1</sup>
- Languages<sup>17</sup>
- Languages—Law and legislation
- Learned institutions and societies
- Library resources (Indirect)
- Lieutenant-governors<sup>16</sup>

- Literary collections
- Literatures<sup>18</sup>
- Manufactures
- Maps
- Maps—Bibliography
- Maps—To 1800
- Maps, Comparative
- Maps, Manuscript
- Maps, Mental
- Maps, Outline and base
- Maps, Physical
- Maps, Pictorial
- Maps, Topographic
- Maps, Tourist
- Maps for the blind
- Maps for the visually handicapped
- Military policy<sup>3</sup>
- Military policy—Religious aspects<sup>3</sup>
- Military relations (Indirect)
- Military relations—Foreign countries
- Militia<sup>1</sup>
- Militia—Mobilization<sup>1</sup>
- Miscellanea
- Moral conditions
- Name
- National Guard<sup>3</sup>
- National security<sup>3</sup>
- National security—Finance<sup>3</sup>
- National security—Finance—Law and legislation<sup>3</sup>
- National security—Law and legislation<sup>3</sup>
- Native races<sup>3</sup>
- Naval militia<sup>1</sup>
- Neutrality<sup>3</sup>
- Nobility<sup>3</sup>
- Nobility—Heraldry<sup>3</sup>
- Nonalignment<sup>3</sup>
- Occupations
- Occupations—Licenses
- Officials and employees (Indirect)
- Officials and employees—Accidents
- Officials and employees—  
Appointment, qualifications, tenure, etc.
- Officials and employees—Attitudes
- Officials and employees—Bonding
- Officials and employees—Charitable contributions
- Officials and employees—Discipline
- Officials and employees—Dismissal of
- Officials and employees—Foreign countries
- Officials and employees—Foreign countries—Foreign language competency
- Officials and employees—Furloughs
- Officials and employees—Job stress
- Officials and employees—Leave regulations—  
Officials and employees—Pensions
- Officials and employees—Rating of
- Officials and employees—Registers
- Officials and employees—Residence requirements

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- Officials and employees—Salaries, allowances, etc.
- Officials and employees—Titles
- Officials and employees—Transfer of
- Officials and employees—Travel regulations
- Officials and employees, Alien
- Officials and employees, Honorary
- Officials and employees, Retired
- Officials and employees, Retired—Employment
- Peerage<sup>1</sup>
- Periodicals
- Photo maps
- Photographs from space
- Pictorial works<sup>19</sup>
- Poetry
- Politics and government
- Politics and government—Philosophy
- Politics and government—[period subdivision, if established]—Philosophy
- Popular culture
- Popular culture—Economic aspects
- Population
- Population, Rural<sup>1</sup>
- Population density
- Population policy
- Presidents<sup>20</sup>
- Presidents—Election<sup>20</sup>
- Presidents—Mistresses<sup>20</sup>
- Presidents—Mothers<sup>20</sup>
- Presidents—Wives<sup>20</sup>
- Princes and princesses<sup>3</sup>
- Proclamations<sup>3</sup>
- Provinces<sup>1,5</sup>
- Public buildings (Indirect)
- Public buildings—Access for the physically handicapped
- Public lands
- Public works
- Public works—Accounting
- Public works—Accounting—Law and legislation
- Public works—Law and legislation
- Queens
- Race relations
- Registers
- Relations (Indirect)
- Relations—Foreign countries
- Relief models
- Religion
- Religion—16th century
- Religion—17th century
- Religion—18th century
- Religion—19th century
- Religion—20th century
- Religious and ecclesiastical institutions
- Religious life and customs
- Republics<sup>1,5</sup>
- Research (Indirect)
- Road maps
- Royal household<sup>3</sup>

- Rural conditions<sup>1</sup>
- Scientific bureaus
- Seal
- Slides
- Social conditions
- Social life and customs
- Social policy
- Social registers
- Songs and music
- States<sup>1,5</sup>
- Statistical services
- Statistical services—Law and legislation
- Statistics
- Statistics, Medical
- Statistics, Vital
- Strategic aspects
- Study and teaching (Indirect)
- Study and teaching—Law and legislation (Indirect)
- Study and teaching (Continuing education) (Indirect)
- Study and teaching (Elementary) (Indirect)
- Study and teaching (Graduate) (Indirect)
- Study and teaching (Higher) (Indirect)
- Study and teaching (Preschool) (Indirect)
- Study and teaching (Primary) (Indirect)
- Study and teaching (Secondary) (Indirect)
- Sultans<sup>3</sup>
- Surveys
- Territorial expansion<sup>3</sup>
- Territories and possessions<sup>3</sup>
- Travel regulations<sup>1</sup>
- Trials, litigation, etc.
- Vice-Presidents<sup>20</sup>
- Vice-Presidents—Election<sup>20</sup>
- Voting registers
- Yearbooks
- Zoning maps

Also free-floating:

- ... in art
- ... in literature
- ... Metropolitan Area ([geographic qualifier]) (based on names of cities)
- ... Suburban Area ([geographic qualifier]) (based on names of cities)
- ... Region ([geographic qualifier]) (based on names of cities)

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<sup>1</sup>Do not use under cities.

<sup>2</sup>Do not use under names of ancient or early cities established as subject headings.

<sup>3</sup>Use only under countries or under regions larger than countries.

<sup>4</sup>See H 1159 for further subdivisions used under —Armed Forces.

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- <sup>5</sup>Use only when the name of the country itself is used as a geographic subdivision under a topical heading, e.g. Law—Spain—Autonomous communities; Civil procedure—Switzerland—Cantons; Budget—Colombia—Departments; Civil service—Canada—Provinces; Law—Soviet Union—Republics; Elections—India—States.
- <sup>6</sup>Use only under cities, as described in H 1334 and H 1334.5.
- <sup>7</sup>Use only under United States.
- <sup>8</sup>Use only under states, counties, cities, etc. of the United States.
- <sup>9</sup>Use under countries, etc. other than the United States, and under cities other than those of the United States.
- <sup>10</sup>See H 1149.5 for further subdivisions used under —Colonies.
- <sup>11</sup>Use only under cities (other than ancient cities); use —Description and travel or —Description and travel—[further subdivision] under places larger than cities; use —Pictorial works under ancient cities.
- <sup>12</sup>Do not use under cities; use —Description or —Description—[further subdivision].
- <sup>13</sup>Use only under regions larger than countries.
- <sup>14</sup>Use only under countries, or under the first order political divisions of Canada, Great Britain, the Soviet Union, and the United States.
- <sup>15</sup>Use only under countries, or under regions larger than countries, as described in H 1629.
- <sup>16</sup>Use under regions, states, etc. of the United States and countries, etc. other than the United States. For works dealing collectively with the governors and lieutenant-governors of the states of the United States, use Governors—United States and Lieutenant-governors—United States.
- <sup>17</sup>See H 1154 for further subdivisions used under —Languages.
- <sup>18</sup>See H 1156 for further subdivisions used under —Literatures.
- <sup>19</sup>Use only under names of ancient cities; use —Description—Views for all other cities. Under places larger than cities, use —Description and travel—Views.
- <sup>20</sup>Use under countries, etc. other than the United States. Use Presidents—United States and Vice-Presidents—United States for works on presidents and vice-presidents of the United States.



MANUSCRIPTS

**PURPOSE:** To present guidelines for assigning subject headings to facsimiles of manuscripts, and to works about manuscripts.

**BACKGROUND:** Because of the unique characteristics of manuscripts and works about them, it is necessary for subject catalogers to assign a complex of subject headings in order to bring out various aspects, each of which represents a possible method of retrieval. Included among these various aspects are the following: the topical information presented in the manuscript; the category of works to which the manuscript belongs, such as missals; the illuminations present; the name of the collection to which the manuscript belongs; etc. This instruction sheet was prepared in collaboration with the National Gallery of Art Library and the J. Paul Getty Center for the History of Art and the Humanities, under the auspices of the Art Libraries Society of North America (ARLIS/NA).

The procedures are organized and arranged as follows:

A. INDIVIDUAL MANUSCRIPTS AND WORKS ABOUT THEM

This section presents a basic list of important aspects to be brought out when assigning headings to individual manuscripts or works about them, followed by an explanation of what is meant by each aspect listed. Whenever possible, one or more headings should be assigned to bring out each aspect. For the typical manuscript, however, not all aspects will be brought out, either because they are not all pertinent or because insufficient information is available.

Note: Special provisions applicable to facsimiles of manuscripts are made in various places throughout this section. Since the Subject Cataloging Division generally catalogs only facsimile editions rather than the original manuscripts themselves, these special provisions are, for subject catalogers, the most pertinent aspect of this instruction sheet.

B. COLLECTIONS OF MANUSCRIPTS AND WORKS ABOUT THEM

Whenever possible, collections are treated similarly to individual manuscripts.

C. SPECIAL CATALOGING SITUATIONS

This section consists of lists of headings appropriate for specific situations, illustrated with examples.

D. IMPLEMENTATION

**PROCEDURES:****A. INDIVIDUAL MANUSCRIPTS AND WORKS ABOUT THEM**

1. **General rule.** When cataloging an individual manuscript, or a work that discusses an individual manuscript (whether accompanied by the original text or not), bring out as many of the aspects listed below as possible, depending upon the nature of the work and the information available.

- Topical information
- Category of religious work, e.g. missals
- Liturgical use by specific religion or denomination
- Manuscript heading; or facsimile heading for the manuscript
- Facsimile heading for literary works
- Illuminations present
- Name of work (i.e. author/title or uniform title heading)
- Name of manuscript; or repository designation
- Institution where housed; and/or private collection
- Name of artist(s) discussed

**Exception:** When cataloging a work that consists of the complete text of a manuscript with no commentary whatsoever, generally bring out only the first six of the aspects listed above. If, however, a facsimile edition of a manuscript is issued in order to highlight its artwork, or if selections from the manuscript are issued separately for the same purpose, bring out all of the aspects listed above. For example, if the illuminations from a particular manuscript are separately published, bring out all of the aspects listed.

**Note:** Treat a facsimile edition (as defined in para. A.5., below) in the same manner as an original manuscript.

The paragraphs that follow in this section discuss each of these individual aspects in the order in which they are listed above.

2. **Topical information.** This refers to the theme of the manuscript, i.e. the topic or topics that the text of the manuscript is about. Assign topical headings in accordance with normal policies for assigning headings to topical works.

The topical headings assigned should be subdivided when appropriate by the various form subdivisions normally used under topical headings. Two situations that require the use of form subdivisions are especially common when cataloging manuscripts:

If the manuscript being cataloged (with or without commentary) was completed before 1800, use the subdivision —Early works to 1800, e.g. Military engineering—Early works to 1800.

If the manuscript (or selection from a manuscript) being cataloged was issued to highlight its artwork, designate the theme of the art, when appropriate, using the subdivision —Art or headings of the type [topic] in art, e.g. Jesus Christ—Art; Ascension in art.

Note: Do not use —Manuscripts as a form subdivision except in the case of facsimile editions of literary works, described in para. A.6., below. Under most conditions, —Manuscripts is used under topical headings for works that discuss collections of manuscripts on those topics.

**3. Category of religious work.** If a manuscript is representative of a special category of religious works, bring this out by assigning the appropriate form heading if it has been established in LCSH. The following are examples of this type of heading: Breviaries; Buddhist mantras; Divine office; Evangelaries; Hours, Books of; Missals; [name of religious denomination]—Prayer-books and devotions—[language]; Psalters; Sacramentaries.

If the complete original text is present in the work, use the subdivision —Texts after this heading, e.g. Psalters—Texts.

Exception: Do not use the subdivision —Texts under the heading [name of religious denomination]—Prayer-books and devotions—[language].

If the focus of the work is on its illuminations, or it consists only of illuminations, use the subdivision —Illustrations under this heading, e.g. Psalters—Illustrations.

**4. Liturgical use by specific religion or denomination.** If the manuscript being cataloged is not only a religious work but also a work used in the liturgy of a particular religion or denomination, bring this out by assigning a separate heading using the appropriate subdivision from H 1185 or H 1187, e.g. Buddhism—Liturgy; Catholic Church—Liturgy.

If the work includes the text of the manuscript, use the subdivision —Texts under this heading; if the work consists only of commentary, use —Texts—History and criticism in accordance with H 1185 or H 1187, e.g. Judaism—Liturgy—Texts—History and criticism.

If the focus of the work is on its illuminations, or if it consists only of selected illuminations, use the subdivision —Texts—Illustrations, e.g. Catholic Church—Liturgy—Texts—Illustrations.

**5. Manuscript heading.** If the work being cataloged is an original manuscript, rather than a facsimile, assign a manuscript heading of the type Manuscripts, [language qualifier]—[place where presently located], e.g. Manuscripts, Anglo-Saxon—England—London. This heading provides for retrieval in the subject catalog by form.

Facsimile editions. Assign this heading also to facsimiles of original manuscripts using the subdivision —Facsimiles (cf. H 1595), e.g. Manuscripts, Latin (Medieval and modern)—Washington (D.C.)—Facsimiles.

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**Note:** Interpret the term **facsimile** broadly to include any type of exact copy of the complete, or essentially complete, original text, including photocopy editions. Do not assign the manuscript heading to facsimiles of only selected passages, reproductions of illuminations, or to editions in which the original text has been transcribed.

**6. Facsimile heading for literary works.** If the work being cataloged is a facsimile edition of an individual work of belles lettres, assign a heading consisting of the name of the author of the work (or uniform title, if the work is anonymous) with the subdivision **—Manuscripts—Facsimiles**, in accordance with the provisions of H 1155.4 and H 1155.8, e.g.

Orwell, George, 1903-1950—Manuscripts—Facsimiles  
Cantar de mio Cid—Manuscripts—Facsimiles

**7. Illuminations present.** Assign to the work being cataloged the heading **Illumination of books and manuscripts** if the work has been issued to highlight its illuminations, if the work consists of reproductions of illuminations from a manuscript which are being separately published, or if the work discusses the illuminations of a particular manuscript. Qualify this heading by nationality, period, style, etc. in accordance with general practices for fine arts cataloging. Subdivide the heading by place in order to bring out the place of origin. If necessary, assign more than one heading of this type in order to bring out all details, e.g.

Illumination of books and manuscripts, Romanesque—England  
Illumination of books and manuscripts, English

Do not use the subdivisions **—Specimens**, **—Specimens, reproductions**, etc., or **—Facsimiles** under these headings.

**8. Name of work.** To all works about a manuscript, including those that contain the original text, assign a heading for the name of the work discussed. This heading may be in the form of an author/title heading, or a uniform title heading (cf. H 1435), e.g. **Chaucer, Geoffrey, d. 1400. Troilus and Criseyde**; or **Beowulf**.

**Works of belles lettres.** If the manuscript discussed is a work of belles lettres with literary commentary, further subdivide this heading using the appropriate literary subdivisions from H 1155.6 and H 1155.8. In accordance with general cataloging practices for literature, also assign when necessary a heading for the literary author with the appropriate subdivision from H 1155.4.

**Sacred works.** For individual sacred works, such as the Bible, assign the appropriate uniform title heading for the text itself, disregarding language, edition, date, etc., e.g. **Bible. N.T. Revelation**.

If, in accordance with para. A.3., above, a heading for the category of religious work was assigned, omit the uniform title heading representing the text of the same work. For example, if the heading **Psalms** was assigned, omit the heading **Bible. O.T. Psalms**. If, in the case of a liturgical work, a heading for the category of religious work was

assigned, also omit the corresponding author/title heading for the text of the work. For example, if *Psalters* was assigned, omit the heading *Catholic Church. Psalter (...)*.

If appropriate, further divide the uniform title heading using the appropriate subdivision from H 1188. For example, if the focus of the work is on its illuminations, if the work consists only of selected illuminations, or if the work is a discussion of the illuminations, use the subdivision —*Illustrations*, e.g. *Bible. N.T.—Illustrations*.

**9. Name of manuscript.** To all works about a manuscript, including those that contain the original text, assign a heading for the name of the physical manuscript if it is known, e.g. *Bamberg Apocalypse; Isabella psalter*.

Since this heading is a uniform title, request the descriptive cataloger to establish it if it is not already in the NAMES file. Do not use the corresponding heading for the textual content of the manuscript. For example, use *Isabella psalter, not Catholic Church. Psalter (Ms. Isabella psalter)*.

If the name of the manuscript is unknown, assign the repository designation as a heading, e.g.

Bodleian Library. Manuscript. Douce 180  
Biblioteca apostolica vaticana. Manuscript. Cod. Cap. 63B

Do not assign both the manuscript name and the repository designation to the same work. Assign the manuscript name whenever it is known.

If the focus of the work is on its illuminations, if the work consists only of selected illuminations, or if the work is a discussion of the illuminations, use the subdivision —*Illustrations* under either of these types of headings, e.g.

Bamberg Apocalypse—*Illustrations*  
Bodleian Library. Manuscript. Douce 180—*Illustrations*

**10. Institution where housed, etc.** In order to bring out the location and ownership of a manuscript, assign one or more headings of the type described below to works that discuss a particular manuscript, including those that contain the text. Assign these headings when the required information is readily available.

a. As a general rule, if a manuscript is not privately owned, bring out the name of the institution in which it is permanently housed, e.g. *Trinity College (Dublin, Dublin); Biblioteca apostolica vaticana*.

If the manuscript is a part of a special collection of the institution, use a special collection subdivision under the heading for the name of the institution, as described in para. A.10.b., below.

Omit this heading if, in accordance with para. A.9., above, a heading was assigned for the repository designation.

b. Manuscripts in named collections. In addition to the heading for the institution where the manuscript is permanently housed, assign the heading for the name of the collection (cf. H 1427), e.g.

Bradfer-Lawrence, Harry Lawrence—Art collections  
Barberini family—Library  
New-York Historical Society—Archives

If the name of the collection consists of the name of the institution where the manuscript is housed followed by a collection subdivision, the one heading satisfies the requirements of both para. A.10.a. and A.10.b.

c. Original owner. If the original owner is often associated with a particular manuscript, also assign the heading for his or her name. Use a collection subdivision, such as —Library, under this heading only if it is known that the manuscript was originally stored as part of a collection. For example, in the case of La Bibbia di Borso d'Este, assign the heading Borso d'Este, Duke of Ferrara, Modena and Reggio, 1413-1471.

11. Name of artist(s) discussed. To works that discuss the illuminations of a manuscript that are by a known artist, including works that contain the original text, assign the heading for the name of the artist or artists, e.g. Clovio, Giulio, 1498-1578; Limbourg family. Also assign this heading to works that include only reproductions of selected illuminations, provided that the illuminations are discussed in the work. Omit the heading if a work contains reproductions with no discussion of the artwork.

## B. COLLECTIONS OF MANUSCRIPTS AND WORKS ABOUT THEM

Specific guidelines for cataloging collections of manuscripts or works about groups of manuscripts cannot be formulated because the diversity of such materials is too great, and because such collections share common features with so many other types of library materials. Insofar as possible, however, the same broad principles followed in cataloging individual manuscripts apply to collections as well. Note that because of the difference in nature between individual manuscripts and collections of manuscripts, many of the specific provisions for individual manuscripts are inapplicable to collections. For example, the requirement to assign a heading for the name of a manuscript or for the name of an artist would generally not apply to a collection. Conversely, because general cataloging practices with respect to collections of publications apply also to collections of manuscripts, some headings not mentioned in connection with individual manuscripts are, nevertheless, required for collections. For example, the literary form headings required for collections of literary works are also required for collections of manuscripts of literary works, e.g. English literature—Middle English, 1100-1500—Manuscripts—Facsimiles. Similarly, the headings required for catalogs of library materials (cf. H 1361) are also required for catalogs of manuscript collections.

**C. SPECIAL CATALOGING SITUATIONS**

**Note:** This section includes examples from the LC MARC bibliographic data base. Most of these are AACR 2 records, but in a few instances AACR 1 records were used because no AACR 2 examples were available to illustrate a point. Only condensed descriptions of the works are provided. The subject tracings provided correspond to the provisions of this instruction sheet and are not necessarily the same as those found in the actual LC record for the title in question. Only the information available in each record was used for assigning subject headings; no attempt was made to examine the actual pieces. The subject headings are listed in the same order as the topics are discussed in this instruction sheet. This is not necessarily the order in which they would actually be assigned; the actual order would depend on the classification of the work in the LC Classification system and on the other provisions in H 80.

**1. Text without important features.**

- a. If the work is the original manuscript, assign the following headings:

[topic] (—Early works to 1800)  
Manuscripts, [language qualifier]—[place]

- b. If the work is a facsimile edition without commentary, assign the following headings:

[topic] (—Early works to 1800)  
Manuscripts, [language qualifier]—[place]—Facsimiles

- c. If the work is a commentary on either the original manuscript or on a facsimile edition, with or without the text, assign the following headings:

[topic] (—Early works to 1800)  
Manuscripts, [language qualifier]—[place]—Facsimiles  
[name of work, i.e. author/title or uniform title heading]  
[name of manuscript; or repository designation]  
[institution where housed; and/or private collection; owner]

**Examples:****Valturio, Roberto, 15th cent.**

De re militari. [Italy, 3d quarter of 15th cent.]  
[Rosenwald Coll. Ms. no. 14]

Manuscript on paper. Humanistic script.

1. Military art and science—Early works to 1800.
2. Manuscripts, Latin (Medieval and modern)—Washington (D.C.)

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**Cambridge. University. Magdalene College. Pepysian Library. MSS. (1047)**

Stereotype well: a book of medieval refinements, recipes and remedies, from a manuscript in Samuel Pepys's library. Introduction by Delia Smith. Facsimile ...

1. Cookery, English—Early works to 1800.
2. Medicine, Medieval—Early works to 1800.
3. Manuscripts, English—England—Cambridge—Facsimiles.
4. Cambridge. University. Magdalene College. Pepysian Library. MSS. (1047)
5. Pepys, Samuel, 1633-1703—Library.

**Alcock, N. W. (Nathaniel Warren)**

Warwickshire grazier and London skinner, 1532-1555 : the account book of Peter Temple and Thomas Heritage.

Contains the complete text of Huntington Library Ms. ST 36.

1. Agriculture—England—Warwickshire—Accounting—History—Early works to 1800.
2. Wool trade and industry—England—London—Accounting—History—Early works to 1800.
3. Henry E. Huntington Library and Art Gallery. Manuscript. ST 36. 1981.
4. Temple, Peter, ca. 1517-ca. 1588—Archives.
5. Heritage, Thomas—Archives.

**Sächsishe Landesbibliothek (Dresden, Germany). Manuscript. C 80, fol. 368r-378v.**

Die erste deutsche Algebra aus dem Jahre 1481. Erläutert von Kurt Vogel.

Consists of the Middle High German text of and notes on manuscript ...

1. Arithmetic—Early works to 1800.
2. Sächsishe Landesbibliothek (Dresden, Germany). Manuscript. C 80, fol. 368r-378v.

**Domesday book / facsimiles with introduction.**

6 p., ix p. of plates.

Includes bibliographical references.

1. Great Britain—History—Norman period, 1066-1154.
2. Domesday book.

**2. Texts of religious works; or works of belles lettres.**

a. If the work is a reprint of the original text, without commentary, assign the following headings:

[topic] (—Early works to 1800)  
 [category of religious work]—Texts  
 [denomination]—Liturgy—Texts

b. If the work is a facsimile edition of the original text, without commentary, assign, in addition to any of the appropriate headings above, the following headings:

Manuscripts, [language qualifier]—[place]—Facsimiles  
 [name of literary author]—Manuscripts—Facsimiles



c. If the work is a commentary on one of the above types of works, assign the following headings:

[topic] (—Early works to 1800)  
 [category of religious work]—Texts  
 [denomination]—Liturgy—Texts (—History and criticism)  
 Manuscripts, [language qualifier]—[place]—Facsimiles  
 [name of literary author]—Manuscripts—Facsimiles  
 [name of work, i.e. author/title or uniform title heading]  
 [name of manuscript; or repository designation]  
 [institution where housed; and/or private collection; owner]

Examples:

**Durham Gospels.**

The Durham gospels, Durham Cathedral Library.  
 Early English manuscripts in facsimile; text of gospels in Latin.

1. Manuscripts, Latin (Medieval and modern)—England—Durham (Durham)—Facsimiles.

**Chaucer, Geoffrey, d. 1400.**

Troilus and Criseyde.

St. John's College, Cambridge, Manuscript L.1 : a facsimile. Introduction by Richard Beadle and Jeremy Griffiths.

1. Manuscripts, English (Middle)—England—Cambridge (Cambridgeshire)—Facsimiles.
2. Chaucer, Geoffrey, d. 1400—Manuscripts—Facsimiles.
3. Chaucer, Geoffrey, d. 1400. Troilus and Criseyde.
4. University of Cambridge. St. John's College. Library. Manuscript. L.1.

**Catholic Church.**

Echternacher Sakramentar und Antiphonar : vollständige Faksimile-Ausgabe im Originalformat der Handschrift 1946 aus dem Besitz der Hessischen Landes- und Hochschulbibliothek Darmstadt.

Facsim. vol. in Latin; commentary partly in German ...

1. Sacramentaries—Texts.
2. Antiphonaries (Music)—Early works to 1800.
3. Catholic Church—Liturgy—Texts.
4. Manuscripts, Latin (Medieval and modern)—Germany (West)—Darmstadt—Facsimiles.
5. Hessische Landes- und Hochschulbibliothek Darmstadt. Manuscript. 1946.

**Códice Tudela.**

Codice Tudela.

Full-color facsim. of the manuscript of the Museo de América in Madrid.

Containing commentary and transcription.

1. Aztecs—Religion and mythology—Early works to 1800.
2. Indians of Mexico—Religion and mythology—Early works to 1800.
3. Aztecs—Calendar.
4. Indians of Mexico—Calendar.
5. Manuscripts, Aztec—Spain—Madrid—Facsimiles.
6. Códice Tudela.
7. Museo de América (Madrid, Spain)

**3. Text with important illustrations.**

- a. If the work is a reprint of the original text, without commentary, assign the following headings:

[topic] (—Early works to 1800)  
 [category of religious work]—Texts (or —Illustrations)  
 [denomination]—Liturgy—Texts (or —Texts—Illustrations)  
 Illumination of books and manuscripts [qualified and/or subdivided to bring out nationality, period, etc.]

- b. If the work is a facsimile edition or the original text, without commentary, assign, in addition to any of the appropriate headings above, the following heading:

Manuscripts, [language qualifier]—[place]—Facsimiles

- c. If the work is a commentary on one of the above types of works, assign the following headings:

[topic] (—Early works to 1800); or [topic] in art; or [topic]—Art  
 [category of religious work]—Illustrations  
 [denomination]—Liturgy—Texts—Illustrations  
 Manuscripts, [language qualifier]—[place]—Facsimiles  
 Illumination of books and manuscripts [qualified and/or subdivided to bring out nationality, period, etc.]  
 [name of work, i.e. author/title or uniform title heading]—Illustrations  
 [name of manuscript; or repository designation]—Illustrations  
 [institution where housed; and/or private collection; owner]  
 [name of artist(s)]

Examples:**Clovio, Giulio, 1498-1578.**

The Farnese hours : the Pierpont Morgan Library / introduction and commentaries by Webster Smith.

Facsim. of the pages from ms. M69, with illuminations by Giulio Clovio.

1. Hours, Books of—Illustrations.
2. Catholic Church—Liturgy—Texts—Illustrations.
3. Illumination of books and manuscripts, Renaissance—Italy.
4. Illumination of books and manuscripts, Italian.
5. Farnese hours—Illustrations.
6. Pierpont Morgan Library.
7. Clovio, Giulio, 1498-1578.

**Cassee, Elly.**

The missal of Cardinal Bertrand de Deux : a study in 14th-century Bolognese miniature painting.

1. Missals—Illustrations.
2. Catholic Church—Liturgy—Texts—Illustrations.
3. Illumination of books and manuscripts, Gothic—Italy—Bologna.
4. Illumination of books and manuscripts, Italian—Italy—Bologna.
5. Biblioteca apostolica vaticana. Manuscript. Cod. Cap. 63B—Illustrations.
6. Bertrand de Deux, Cardinal, d. 1355.

**Harnischfeger, Ernst.**

Die Bamberger Apokalypse.

Includes reproductions of the illustrations.

Manuscript held by the Staatsbibliothek Bamberg (Bibl. 140)

1. Illumination of books and manuscripts, German.
2. Illumination of books and manuscripts, Medieval—Germany.
3. Bible. N.T. Revelation—Illustrations.
4. Bamberg Apocalypse—Illustrations.
5. Staatsbibliothek Bamberg.

**The travels of Sir John Mandeville : a manuscript in the British Library / introduction and commentaries ... ; translated from the Czech ...**

Reproduced from Add. Ms. 24189 in the British Library, London.

1. Voyages and travels—Early works to 1800.
2. Illumination of books and manuscripts, Medieval—Czechoslovakia.
3. Illumination of books and manuscripts, Czech.
4. Mandeville, John, Sir. Itinerarium—Illustrations.
5. British Library. Manuscript. Additional 24189—Illustrations.

The Book of Kells : forty-eight pages and details in color from the manuscript in Trinity College, Dublin / selected and introduced by ...

1. Illumination of books and manuscripts, Celtic.
2. Illumination of books and manuscripts, Medieval—  
Ireland.
3. Bible. N.T. Gospels—Illustrations.
4. Book of Kells—Illustrations.
5. Trinity College (Dublin, Dublin)

#### 4. Collections of manuscripts.

a. If the collection is of original texts, without commentary, assign the following headings, as applicable:

[topic] (—Early works to 1800)—Collected works  
 [category of religious works]—Texts  
 [denomination]—Liturgy—Texts  
 Manuscripts, [language qualifier]—[place]—Facsimiles  
 [literary genre]—Manuscripts—Facsimiles  
 Illumination of books and manuscripts [qualified and/or  
 subdivided to bring out nationality, period, etc.]  
 Illumination of books and manuscripts—Private collections—  
 [place]

b. If the work is a commentary on a collection, with or without original texts, assign the following headings, as applicable:

[topic]—Early works to 1800; or [topic]—Manuscripts  
 [category of religious works]—Texts (or —Manuscripts)  
 [denomination]—Liturgy—Texts (—History and criticism)  
 Manuscripts, [language qualifier]—[place] (—Facsimiles)  
 [literary genre] (—History and criticism)  
 Illumination of books and manuscripts [qualified and/or  
 subdivided to bring out nationality, period, etc.]  
 Illumination of books and manuscripts—Private collections—  
 [place]  
 name of collective work, i.e. author/title or uniform  
 title heading] (—Manuscripts)  
 [manuscript collection name; or repository designation]  
 [institution where housed; and/or private collection; owner]  
 [name of artist(s)]

#### Examples:

The Winchester anthology : a facsimile of the British Library additional manuscript 60577 / with an introduction and list of contents ...

1. Commonplace-books—Facsimiles.
2. Manuscripts, English (Middle)—England—London—  
Facsimiles.
3. Manuscripts, Latin (Medieval and modern)—England—  
London—Facsimiles.
4. English literature—Middle English, 1100-1500—  
Manuscripts—Facsimiles.
5. Latin literature, Medieval and modern—Manuscripts—  
Facsimiles.
6. British Library. Manuscript. Additional 60577.

**Delaissé, L. M. J.**

Illuminated manuscripts.

Catalog of the James A. de Rothschild collection at Waddesdon Manor.

1. Manuscripts—England—Waddesdon (Buckinghamshire)—Catalogs.
2. Illumination of books and manuscripts—Private collections—England—Waddesdon (Buckinghamshire)—Catalogs.
3. Waddesdon Manor (Waddesdon, Buckinghamshire)—Catalogs.
4. De Rothschild, J. A. (James Armand), 1878-1957—Art collections—Catalogs.

**Ames-Lewis, Francis, 1943-**

The library and manuscripts of Piero di Cosimo de' Medici.

1. Manuscripts—Italy—Florence—Catalogs.
2. Illumination of books and manuscripts, Renaissance—Private collections—Italy—Florence—Catalogs.
3. Medici, Piero de', 1416-1469—Library—Catalogs.

**Charlesworth, James H.**

The new discoveries in St. Catherine's Monastery : a preliminary report.

1. Manuscripts, Greek.
2. Saint Catherine (Monastery : Mount Sinai)

**Nowell codex.**

The Nowell codex; British Museum Cotton Vitellius A. XV, second ms.

Early English manuscripts in facsimile...contains five works.

1. Manuscripts—England—London—Facsimiles.
2. Manuscripts, Anglo-Saxon—England—London—Facsimiles.
3. Anglo-Saxon literature—Manuscripts—Facsimiles.
4. British Museum. MSS. (Cottonian Vitellius A XV)

**Russo, Francesco.**

Napoli, Biblioteca teologica S. Tommaso. Inventari dei manoscritti.

1. Theology—Manuscripts—Catalogs.
2. Manuscripts—Italy—Naples—Catalogs.
3. Biblioteca teologica S. Tommaso di Napoli—Catalogs.

**D. IMPLEMENTATION**

The procedures in this instruction sheet apply mainly to new materials being cataloged. Do not attempt to revise systematically the subject headings assigned to existing records in the MARC data base. Re-evaluate and revise as necessary only those existing records that are encountered during the course of normal cataloging activities.

## PUBLICATIONS

### Subclass BX

The third edition of Library of Congress Classification Class B, Subclass BX, Christian Denominations has recently been published.

The first edition of the schedule for religion (Class B, Part II: BL-BX) was published in 1927. The second edition was published in 1962 including all additions and changes adopted through March 1960.

The increase in the size of the schedule, especially with the development of BQ, Buddhism, required that this edition be published in three volumes: BL-BQ (Religions, Hinduism, Judaism, Islam, Buddhism); BR-BV (Christianity, Bible) and BX (Christian Denominations). BL-BQ was published in 1984; BR-BV will be published later.

This edition of BX represents a cumulated edition, incorporating the additions and changes made since 1960. Changes from the previous edition are editorial in nature and include the deletion of many parenthesized numbers, the updating of terminology, and the arranging of notes and references to conform to current practice.

Subclass BX, (\$14.00) and subclasses BL-BQ (\$15.00) are available from the Cataloging Distribution Service, Library of Congress, Washington, D.C. 20541.

☆ U.S. GOVERNMENT PRINTING OFFICE: 1985-491-564/20002