

LIBRARY OF CONGRESS/WASHINGTON

# CATALOGING SERVICE BULLETIN

## PROCESSING SERVICES

Number 37, Summer 1987

Editor: Robert M. Hiatt

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## DESCRIPTIVE CATALOGING

### LIBRARY OF CONGRESS RULE INTERPRETATIONS (LCRI)

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22.3A. Fullness. [Rev.]

*Headings Being Coded AACR 2*

If the forms of an author's name vary in fullness from one work to another in the same language and the AACR 2 form for the heading has not yet been determined, apply the following:

1) If the form found on the item being cataloged agrees with the form used for the heading on existing records in the catalog, accept this form as AACR 2. (The "catalog" referred to here is the file against which the cataloging and searching is being done.)

2) If the form found on the item being cataloged does not agree with the form already in use, choose as the AACR 2 form the form found in 80% of the author's works as the most commonly found form (counting forms appearing on bibliographic records in which the heading is used in both main and added entries). (The form found in the chief source of a person's thesis is taken into account when choosing the form to be used in the heading.)

When calculating the 80%, do it quickly and use common sense. This means

1) count the forms if there are no more than approximately 15 records or

2) if there are more than approximately 15, browse through the file, looking for an obvious case of predominance. If nothing is obvious, sample the file (every 3rd, 5th, 10th, etc., record, depending on the length of the file).

When there is no commonly found form (defined above), choose the fullest form as the AACR 2 form. (When determining the fullest form for a person who uses both forename initials and forenames, make no distinction between initials and forenames, e.g., "B.E.F. Pagen" is fuller than "Bernard Edward Pagen.")

*Note:* Equating the predominant form or the commonly found form with the form found in 80% of the person's works applies only to 22.3A; no such formula has been assigned to "predominant form" or "commonly found form" in the other rules.

*Headings Already Coded "AACR 2" or "AACR 2 Compatible"*

If an established heading is already coded "AACR 2" (including those labeled preliminary—008 byte 33 = d) and subsequently received items show forms in the chief source that vary in fullness, change the established heading to the form found in 80% of the author's works if it differs from the form used in the heading.

If an established heading is already coded "AACR 2 compatible" because it varies in fullness from the AACR 2 form, generally do not reconsider the heading.

*Variant Forms Within One Item*

If the name of an author appears in two or more forms in one work, apply the following:

1) If the name appears in two or more sources, once in the chief source and one or more times in other sources, choose the form appearing in the chief source.

*title page:* T.B. Smith  
*verso of t.p.:* T. Basil Smith III  
*heading:* Smith, T. B. (T. Basil)

2) If the name does not appear in the chief source but does appear once in another prominent source (cf. 0.8) and one or more times in other sources, choose the form appearing in the prominent source.

*verso of t.p.:* R.J. Gottschall  
*page 239:* Robert J. Gottschall  
*heading:* Gottschall, R. J. (Robert J.)

3) In all situations not covered by 1) or 2) above, choose the fullest form of name.

*verso of t.p.:* Victoria Galofre Neuto  
*page 1 of cover:* Victoria Galofre  
*heading:* Galofre Neuto, Victoria

*Note:* Do not choose for the heading a form appearing in the following sources if the name appears prominently elsewhere in the item: 1) the copyright statement; 2) the colophon for items published in the Soviet Union.

**22.5C8.** Words indicating relationship following surname. [Rev.]

Cancel; covered by LCRI 22.1B.

**22.16A.** [Rev.]

For names that conflict, see 22.18-22.20.

For references, apply the provisions of LCRI 26.

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

When adding the full form, observe the following guidelines:

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

Flam, F. A. (Floyd A.)

Smith, T. B. (T. Basil)

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

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

Jaina, Pra. (Prakāsa)

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

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

Bvindi, Francis A. A. L. (Francis A. A. Lovemore), 1955-

2) If the initial occurs in the surname portion of the surname-forename heading, give in the parenthetical addition not only the full

form but also the other surnames that appear in the surname portion of the heading. Place the parenthetical addition directly after the forename portion as in 1) above.

Rodríguez H., Guadalupe (Rodríguez Hernández)

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

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

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

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

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

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

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

Extend the option to the following situations:

1) For names established under 22.15A that consist of a surname and a term of address, etc., give in the parenthetical addition the forenames that belong with the surname. Do not include within the addition a particle or prefix that appears to the right of the comma in the heading. Place the parenthetical addition directly after the term of address, etc.

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

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

2) For names that are represented in the heading by an abbreviation rather than an initial, give in the parenthetical addition the full name for the particular person.

Brownridge, Wm. (William)  
Fdez.-Rivera García, Manuel (Fernández-Rivera García)

#### Exceptions

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

Reddi, Vai. Si. Vi., 1926-  
not Reddi, Vai. Si. Vi. (Emmanuru Cinna Venkata), 1926-

Jaina, Pi.  
not Jaina, Pi. (Prakāśa)

Ajgaonkar, G. F.  
not Ajgaonkar, G. F. (Gundu Phatu)

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

Renfro, Roy E., Mrs.  
x Renfro, Helen Kay  
not Renfro, Roy E. (Roy Edward), Mrs.

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

a) The name authority record for it has already been coded "AACR 2" or "AACR 2 compatible" (including in either case those labeled "preliminary"—008 byte 33 = d).

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

heading: Eddison, C. D.  
new information: "C. D." stands for "Carlton Daniel"  
(Do not change the heading to: Eddison, C. D. (Carlton Daniel))

heading: Jáuregui C., Juan Heriberto  
new information: "C." stands for "Cordero"  
(Do not change the heading to: Jáuregui C., Juan Heriberto (Jáuregui Cordero))

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

## 22.18. DATES. [Rev.]

### Headings That Do Not Conflict

Apply the optional provision. This means adding a date whenever it is known.

### Twentieth Century Persons

For persons living in the twentieth century, the date should be a precise one. Specifically, add the date to headings for these persons only if it falls into any of the following categories:

- 1) The person is still living and the year of birth is known ("1900- ").
- 2) The person is no longer living and the years of birth and death are known ("1900-1981").
- 3) The person is no longer living and only the year of birth is known ("b. 1900").
- 4) The person is no longer living and only the date of death is known ("d. 1981").

Note: If a date in one of these categories is available only in a non-Gregorian year, add the Gregorian year to the heading only if the Gregorian year is certain.

### Pre-Twentieth Century Persons

For pre-twentieth century persons, less precise dates may be used. Consult the examples under 22.18 for guidance. Note one detail about the use of "flourished" dates: "Flourished" dates acceptable for

addition to headings for pre-twentieth century persons normally express a span of years of activity. A single year "fl." may be used only in exceptional cases, as when a reference source itself designates the date in this way or there is one publication or other event in the person's life known to be the single or at least primary basis for a single year.

#### *Existing Headings*

Do not add the date to an existing heading represented by a name authority record that has already been coded "AACR 2" or "AACR 2 compatible" (including in either case those labeled "preliminary"—008 byte 33 = d). However, if such a heading must be revised later, add the date.

Also, do not add the date to a heading being coded for AACR 2 when the heading is represented by an access point on an existing bibliographic record in the catalog (i.e., the file against which the cataloging and searching is done) and is otherwise in accord with current policy. However, if the person is no longer living and the existing heading contains a date, change the date if it is obsolete in either form or fact. For example, if the existing heading has an open birth date such as "1861-," either add the death date (if available) or change the open birth date to "b. 1861," or, if the existing heading has an approximate date and the exact date is now available, use the exact date in the AACR 2 heading.

#### *Abbreviations B.C. and A.D.*

Use the abbreviation B.C. for dates in the pre-Christian era. Place the abbreviation at the end of a date or span of dates in that era.

Nefertiti, Queen of Egypt, 14th cent. B.C.  
Spartacus, d. 71 B.C.  
Pericles, 499-429 B.C.  
Ajātasatru, King of Magadha, fl. ca. 494-ca. 467  
B.C.

Use the abbreviation A.D. only when the dates span both eras.

Augustus, Emperor of Rome, 63 B.C.-14 A.D.  
Ovid, 43 B.C.-17 or 18 A.D.  
Seneca, Lucius Annaeus, ca. 4 B.C.-65 A.D.

If a date is questionable, place the question mark immediately following the date.

Antonius Marcus, 83?-30 B.C.  
Vercingetorix, Chief of the Arverni, d. 45?  
B.C.

#### 22.18-22.20. ADDITIONS TO DISTINGUISH IDENTICAL NAMES. [Rev.]

If a personal name heading conflicts with another heading, resolve the conflict as follows, in this order of preference:

1) Add to the heading being established

a) the full form of a name represented by an initial in the form chosen for the heading if the full form is available in the item being cataloged (22.16);

established heading: Jackson, A.  
new author: A. Jackson  
(New author's full name, Arnold Elrod  
Jackson, is available)  
heading for new author: Jackson, A. (Arnold)

b) the date (22.18) other than a "flourished" or "century" date; do not go beyond making a routine telephone call to a place within the continental U.S. or searching the cataloger's reference collection to determine the date;

established heading: Brue, James E.  
new author: James E. Brue  
(New author's birth date, 1942, is  
available)  
heading for new author: Brue, James E.,  
1942-

Note: If both the full form represented by an initial and a date are available, add both.

c) a term of address, etc., that appears with the name in a prominent source (cf. 0.8) in items by the person or with the name in headings in reference sources (22.19B);

established heading: Brown, George  
new author: George Brown  
(New author's statement of responsibility: by  
the Rev. George Brown)  
heading for new author: Brown, George, Rev.

established heading: Webb, William  
new author: William Webb  
(New author's statement of responsibility: by  
William Webb of Virginia)  
heading for new author: Webb, William, of Virginia

Note: If either the full form of the name represented in the heading by an initial or a date becomes available later (or both become available), do not change the existing heading just to replace the term of address, etc.

d) a forename or surname or the initials of a forename or surname not represented by an initial in the form of name chosen for the heading;

established heading: Clapper, John  
new author: John Clapper  
(New author's full name, John Samuel Clapper,  
is available)  
heading for new author: Clapper, John (John  
Samuel)

established heading: Gelfund, David  
new author: David Gelfund  
(New author's full name, David A. Gelfund,  
is available)  
heading for new author: Gelfund, David  
(David A.)

established heading: Smith, Elizabeth  
new author: Elizabeth Smith  
(New author's full name, Ann Elizabeth  
Smith, is available)  
heading for new author: Smith, Elizabeth  
(Ann Elizabeth)



*established heading: Oliver, Joan*  
*new author: Joan Oliver*  
*(New author's full name, Joan Oliver i*  
*Puigdomènech, is available)*  
*heading for new author: Oliver, Joan (Oliver*  
*i Puigdomènech)*

*established heading: Jones, Mrs.*  
*new author: Mrs. Jones*  
*(New author's forenames, Ella Gertrude, are*  
*available)*  
*heading for new author: Jones, Mrs. (Ella*  
*Gertrude)*

*Note: If the full form of a name represented in the heading by an initial or a date or a term of address, etc., becomes available later, do not change the existing heading just to replace the unused name or unused initial.*

e) a full forename when the forename chosen for the heading is a nickname;

*established heading: Jorgen, Dick*  
*new author: Dick Jorgen*  
*(New author's full name, Richard Clark*  
*Jorgen, is available)*  
*heading for new author: Jorgen, Dick*  
*(Richard Clark)*

*Note: If the full form of name represented in the heading by an initial or a date or a term of address, etc., becomes available, do not change the existing heading just to replace the unused full forename.*

f) a "flourished" date (22.18);

*Note: 1) Do not add "flourished" dates to headings for persons living in the twentieth century even if the heading conflicts. 2) "Flourished" dates acceptable for addition to headings normally express a span of years of activity. A single year after "fl." may be used only in exceptional cases, as when a reference source itself designates the date in this way or there is one publication or other event in the person's life known to be the single or at least primary basis for a single year.*

g) a century date (22.18).

*Note: Do not add a "century" date to persons living in the twentieth century even if the heading conflicts.*

2) Change the established heading according to the order of preference given in 1) above.

3) Apply 22.20.

*Note: If the full form of a name represented by an initial in the heading or a date or a term of address, etc., becomes available later for one of these names, establish this name separately. (Do not establish one of these names separately if only an unused forename or unused forename initial or unused surname or unused full forename becomes available later.)*

**25.29G. Works for solo instrument(s) and accompanying ensemble. [Rev.]**

For an accompanying ensemble that has only one performer to a part, use the word "ensemble" preceded by the appropriate qualifying

term (e.g., "string ensemble," "jazz ensemble," "wind ensemble") as a statement of medium that follows the statement for solo instruments in a uniform title.

## 26. REFERENCES. [Rev.]

### *Reference Evaluation*

All cross references on authority records in the automated name authority file must eventually be in accordance with LC/AACR 2 practice in matters of form, style, and choice of references. Although much work was done prior to the adoption of AACR 2 to identify the correct AACR 2 heading, it was not possible to do this in advance for references. Near the end of 1980, a new fixed field (008/29) was added to the authorities format to indicate explicitly the status of the references with regard to the heading. The values in this byte of the fixed field are

a = references have been evaluated  
b = references have not been evaluated  
n = there are no references in the record

For records in the automated file and coded for AACR 2 at the time of the "flip" of the name authority file on November 15, 1980, the value "b" was automatically added to all records with cross references and "n" to all records without references. Records on the file but not coded for AACR 2 at the time of the "flip" and records created before 1981 but added to the database after November 15 had the fixed field value "b" set as the result of the master file conversion completed March 22, 1984.

When making any change to an authority record on which the references have not been evaluated, the descriptive cataloger must evaluate and adjust the references for AACR 2 and LC practice. This must be done even if no actual changes are made to the reference tracings.

In evaluating references, search the necessary related authority records to verify the AACR 2 forms. If the *headings* on the related records are already in correct AACR 2 form (and coded to so indicate this), it is not necessary to evaluate the references on these records unless some other change to the record is needed. Otherwise, apply LCRI 26.3B-C, *Evaluating Existing References*.

### *Linking References*

1) *Functions of linking references.* Linking references may serve in one or more of three different capacities: 1) As actual connections between different pre-1981 and post-1980 headings used; 2) As valid cross references leading to the form chosen as the post-1980 heading; and 3) As a mechanism for updating headings in pre-AACR 2 bibliographic records to the AACR 2 form.

a) *Connections between pre-1981 and post-1980 headings.* When the heading has been changed for AACR 2, the pre-1981 heading will generally be retained as a linking reference in the name authority file. Value "a" in byte 2 (position 3) of the #w control subfield of the 4xx fields is used to indicate the pre-1981 heading.

b) *Valid cross references.* The tracing from the pre-1981 heading may also be used to produce a valid cross reference to the post-1980 heading if it is appropriate in exactly the same form as the pre-1981 heading. Based on this decision of validity as an appropriate AACR 2 reference, add or delete value "a" in byte 3 (position 4) of the #w control subfield (do not make) as necessary. A value "a" will suppress the production of printed cross references; the data in the

field will be used to produce linking references only. If the pre-1981 heading reference is valid in substance but not in form, make another tracing in the correct form. In this case the pre-1981 heading must have the value "a" in byte 3. The examples below reflect the values that resulted from the name authority "flip."

110 Delaware Racing Commission  
(008/10 = c)  
410 Delaware. Racing Commission.  
(#w, byte 2 = a; byte 3 = a)

The reference is a valid AACR 2 reference. Delete the period from the end of the tracing and change byte 3 to value "n."

410 Delaware. Racing Commission  
(#w, byte 2 = a; byte 3 = n)

151 McAlester (Okla.)  
(008/10 = c)  
451 McAlester, Okla.  
(#w, byte 2 = a; byte 3 = a)

The reference is not a valid AACR 2 reference; allow the tracing to remain exactly as it is to produce the linking reference only.

110 Illinois State Museum  
(008/10 = c)  
410 Illinois. State Museum, Springfield, Ill.  
(#w, byte 2 = a; byte 3 = n)

The reference is valid for AACR 2 in substance but not in form; change byte 3 to value "a" (do not make) in the tracing and trace another reference in the correct AACR 2 form.

410 Illinois. State Museum, Springfield, Ill.  
(#w, byte 2 = a; byte 3 = a)  
410 Illinois. State Museum  
(#w, byte 2 = n; byte 3 = n)

c) *Mechanism for updating headings.* The linking reference from the old catalog heading was used as a mechanism for updating headings on pre-AACR 2 bibliographic records. At LC, it was done through the "bib flip" projects. Since June 3, 1985, LC catalogers have been responsible for initiating individual changes to update pre-AACR 2 headings when establishing or coding a heading for AACR 2 and there are bibliographic records in the machine file on which the heading appears in its pre-AACR 2 form.

Nevertheless, linking references will still be traced on authority records for the benefit of other libraries.

## 2) *Guidelines for when to trace linking references*

a) *General.* Trace a linking reference from the LC pre-AACR 2 heading whenever the reference tracing would serve to identify exactly the pre-AACR 2 form of heading found in MARC bibliographic records or would serve as a connection between the old and new LC catalogs. Do not trace a linking reference when there is no exact one-to-one correlation between the AACR 2 heading(s) and the pre-AACR 2 heading(s) or when the linking reference normalizes to the same form as the heading (see e) *Exceptions* below). Note that only one linking reference can be traced; when multiple linking references appear to be needed, the linking reference technique is probably not appropriate.

b) *Bibliographic records.* When establishing a new name authority record or assigning an AACR 2 heading to an existing name authority record and there are bibliographic records in the machine

file with the heading in pre-AACR 2 form, initiate individual changes to update the heading to the AACR 2 form. Change only the particular heading being newly established or coded for AACR 2, although this may result in a mixture of AACR 2 and pre-AACR 2 headings on records that were originally cataloged under pre-AACR 2 rules. When working with a name heading, do not change name/title series added entries to update the name portion of the added entry. (The entire series will be updated when the series authority record is prepared.) When the name of a conference is represented by an authority record that omits the number, date, and place qualifiers from the heading (cf. LCRI 24.7B) and there are pre-AACR 2 MARC bibliographic records under the heading for the conference that show qualifiers in pre-AACR 2 form, update the qualifiers to AACR 2 form and order.

c) *New name authority records.* Trace a linking reference from a pre-AACR 2 heading found on bibliographic records in the master books, serials, films, maps, or music files when it differs from the AACR 2 heading. In rare cases when the manual authority card is examined, also trace a linking reference from the pre-AACR 2 heading even if there are no LC MARC records. Code the reference for "do not make" when it is not appropriate in the AACR 2 context.

NACO participants should trace linking references only from pre-AACR 2 headings found in LC MARC records; do not trace linking references from headings found in LC non-MARC bibliographic records or from headings in MARC records that were not created or input by LC.

Note: It will be necessary to standardize some obsolete pre-AACR 2 heading forms when tracing a linking reference, although the linking reference will be coded "do not make."

pre-AACR 2 heading: Plunket, Hon. Emmeline M[ary],  
1835-

linking reference: Plunket, Emmeline Mary, Hon.,  
1835-

pre-AACR 2 heading: Glocker, Ruby Moser (Clift)

linking reference: Glocker, Ruby Moser Clift

pre-AACR 2 heading: Prince, C[harles] L[eeson],  
1821-1899

linking reference: Prince, Charles Leeson, 1821-  
1899

d) *Existing automated authority records.* When the linking reference is already traced, retain it unless one of the exceptions below is applicable. Do not routinely examine the file to see if there are MARC bibliographic records. Add or delete coding for "do not make," as appropriate.

When coding an uncoded authority record for AACR 2, convert the pre-AACR 2 heading into a linking reference when it differs from the AACR 2 heading (unless one of the exceptions below is applicable). Code the reference for "do not make" if it is not appropriate in the current catalog. Initiate changes to the MARC bibliographic records on which the old heading has been used.

When changing the heading on an authority record that has already been coded as AACR 2 or AACR 2 compatible, convert the existing heading into a linking reference only if the heading has been used on pre-AACR 2 LC MARC bibliographic records. Initiate changes to the MARC bibliographic records on which the old heading has been used.

e) *Exceptions.* Do not trace a linking reference when there is no one-to-one correlation between the AACR 2 heading(s) and the pre-AACR 2 heading(s) or when the linking reference normalizes to the same form as the heading.

When the linking reference is not used, supply information about the old catalog heading in the 667 field of the authority record, and initiate updates to MARC bibliographic records.

f) *Examples*

(1) *Multiple pre-AACR 2 forms being combined into a single AACR 2 heading:*

*pre-AACR 2 headings:* Hawaiian Islands;  
Hawaii (Ter.); Hawaii  
*AACR 2 heading:* Hawaii

Retain only one authority record for "Hawaii"; do not trace any linking references. In the 667 field add the information: Includes the old catalog headings: Hawaiian Islands; Hawaii (Ter.). Initiate changes to MARC bibliographic records.

(2) *Single pre-AACR 2 form being divided into multiple AACR 2 headings (e.g., 22.2C3)*

*pre-AACR 2 heading:* Linington, Elizabeth  
*AACR 2 headings:* Linington, Elizabeth;  
Shannon, Dell, 1921- ; Egan, Lesley, 1921-  
; O'Neill, Egan, 1921- ; Blaisdell, Anne,  
1921-

Prepare authority records for all headings, connecting them with explanatory *see also* references; do not trace linking references. In the 667 field on the authority records for Shannon, Egan, O'Neill, and Blaisdell, make the note: Old catalog heading: Linington, Elizabeth.

Examine the bibliographic file under Linington and initiate changes to the headings on those records written under the names Shannon, Egan, O'Neill, and Blaisdell.

(Note that if the linking reference were traced, all MARC bibliographic records with the heading Linington would be changed to the heading on the first authority record processed during the update of the database.)

(3) *No exact one-to-one relationship, although only two headings may be involved*

*pre-AACR 2 heading:* National Research  
Council of Canada  
*AACR 2 headings:* National Research Council  
of Canada (for pre-1972 imprints); National  
Research Council Canada (for 1972-  
imprints)

Retain the authority record for "National Research Council of Canada" and create one for "National Research Council Canada," coding both as AACR 2. Trace *see also* references between the headings but do not trace a linking reference. In the 667 field of the authority record for "National Research Council of Canada" add the information: For pre-1972 imprints only. On the authority record for "National Research Council Canada" add in the 667 field the information: For 1972-imprints; old catalog heading: National Research Council of Canada. Examine the bibliographic files under :National Research Council of Canada" and initiate changes to the headings on those records with 1972- imprints.

(Note that if the linking reference were traced, all MARC bibliographic records using the heading "National Research Council of Canada" would be updated, not just those with 1972- imprints.)

(4) *Conflicting personal name headings when the conflict is resolved by changing the existing heading*

*new heading: Smith, Paul*

*(No additional information is available)*

*existing heading: Smith, Paul*

*(The birth date is known and added to the heading to resolve the conflict: Smith, Paul, 1939- )*

Change the authority record for the existing heading. Initiate changes to bibliographic records to agree with the new form of heading. Do not trace a linking reference or make a note about the old catalog heading. The change is not caused by a change for AACR 2.

(5) *Linking reference would normalize to the same form as the heading*

*pre-AACR 2 heading: Pluchart, Jean Jacques*

*AACR 2 heading: Pluchart, Jean-Jacques*

Do not trace a linking reference because it would normalize to the same form as the heading. In the 667 field make the note: Old catalog heading: Pluchart, Jean Jacques. Initiate changes to MARC bibliographic records.

3) *Special instructions on linking references for uniform titles.* It will be possible to use the bib flip to adjust name-title uniform titles on bibliographic records whenever a single pre-AACR 2 uniform title is replaced by a single AACR 2 uniform title or whenever a pre-AACR 2 uniform title included a form subheading (e.g., Laws, statutes, etc.) in the name portion of the uniform title but does not under AACR 2. Therefore, trace or retain a linking reference from the old catalog heading in these two situations.

100 Homer.#tIliad

400 Homerus.#tIlias

(#w, byte 2 = a; byte 3 = a)

110 Argentina.#tLey no. 17.237

410 Argentine Republic.#kLaws, statutes, etc.

#tLey no. 17.237

(#w, byte 2 = a; byte 3 = a)

In all other cases, initiate changes to uniform titles on MARC bibliographic records in accordance with LCRI 25.1.

With regard to linking references for uniform titles traced on existing authority records, note the following situations:

a) For name-title headings when there is no change in the title portion of the heading, do not retain the reference from the pre-AACR 2 heading unless it included a form subheading (e.g., Laws, statutes, etc.).

100 Schillebeeckx, Edward,#d1914-

#tGerechtigheld en liefde.#lEnglish

400 Schillebeeckx, Edward Cornelis Florentius

Alfons,#d1914- #tGerechtigheld en liefde.#l

English

(#w, byte 2 = a; byte 3 = a)

The reference is a name-title one with no change in the title portion; do not retain the reference tracing.

b) When the choice of entry for a uniform title heading differs between AACR 2 and the old catalog entry, do not retain the

reference from the old catalog heading, since there is to be no update of the pre-1981 bibliographic records for *choice* of entry.

130 History of the American aircraft industry.#lJapanese  
400 Simonson, Gene Roger,#d1927- #ecomp.#tHistory of the American aircraft industry.#lJapanese  
(#w, byte 2 = a; byte 3 = a)

The choice of entry differs for AACR 2; delete the entire reference tracing.

c) Collective uniform titles when there is no one-to-one relationship between the AACR 2 and pre-AACR 2 headings.

100 Goethe, Johann Wolfgang von,#d1749-1832.  
#tSelections.#f1980  
400 Goethe, Johann Wolfgang von,#d1749-1832.  
#tSelected works  
(#w, byte 2 = 2; byte 3 = a)

Delete the entire reference tracing.

## 26.2. NAMES OF PERSONS. [Rev.]

### *Preliminary Note*

1) Record all forms of name found on the chief source of the work being cataloged (including CIP title pages). For forms of name that are not on the chief source but that are found in the normal course of examining the work, be selective: record only those forms that are judged to add important information identifying the author (most commonly, a fuller form of name) or justification for tracing a needed reference. In particular, do not record a form that consists of a surname alone when that form is a variant. References are traced only from recorded forms. See the guidelines below when deciding which recorded forms require references.

2) These guidelines are applicable primarily when establishing headings initially. Use judgment when deciding how many additional variants require recording and/or tracing as references.

### *General Principles*

1) Normally, trace a reference from the old catalog heading. If the form of the resulting references (e.g., the way it is structured, not its degree of fullness) is not in accord with current policy, code it "do not make" and trace another reference constructed according to current policy.

2) Trace a reference from each variant that affects the primary elements of the name. For the normal, inverted heading this means variations in all elements to the left of the comma and in the first element to the right of the comma. Do not trace a reference that would normalize to the same form as the heading on the same record or to the same form as the heading on another record.

3) Use judgment in referring from other variants (i.e., those that do not affect the primary entry elements). One frequently applicable factor is a rather common-sounding surname seen in the form found prominently.

4) Make one reference from each possible entry element of the name chosen as the heading, including each *separate* particle or prefix but excluding connectives such as "y" and "und." (In this connection,

ignore the "Bure" example on p. 496 of AACR 2; this is based on actual usage, not an arbitrary permutation of the heading.) *Exception:* In German, Dutch, and related languages, do not refer from the definite article following a prefix.

5) Generally, make only one reference from each variant, normally constructing it in the form in which it would be constructed if chosen as the heading (cf. specific instructions in LCRI 26.0). In addition, if applicable, make *one* reference under each surname element, other than particles and prefixes, not already referred from. Normally, do not otherwise make references that are "variants of the variant."

Follow these principles when creating new headings, and follow them, also, as closely as possible when evaluating references on existing authority records and when creating automated authority records for headings found in the machine files (or in the manual catalog, if this has been consulted). For already evaluated reference structures, generally, allow the references to stand that are not provided for in these instructions.

#### *Special Considerations*

1) When in romance language names a surname is abbreviated to a single letter, do not refer from it.

Jara S., A. Antonio  
not x S., A. Antonio Jara

2) If the form being referred from is purely initials and the full form is a normal forename-surname one, make one reference from the initials in direct order and make one, also, from the initial that represents the entry element in the heading.

Scottow, Joshua, 1618-1698  
x J. S. (Joshua Scottow), 1618-1698  
x S., J. (Joshua Scottow), 1618-1698

#### *Examples*

100 Freeman, Robert, 1948-  
670 His Hidden treasure, 1980: t.p. (Robert  
Freeman)  
670 Phone call to author, 3/31/82 (Robert  
Eliot Freeman; b. 6/18/48)  
(No references)

100 Jenkins, Barbara  
670 Jenkins, P. The walk west, 1981: CIP t.p.  
(Barbara Jenkins) CIP data sheet (Barbara  
Jo Pennell Jenkins)  
(No references)

100 Klughorn, Jason  
670 His Mud pies, 1980: CIP t.p. (Jason Klughorn)  
CIP data sheet (Jay Klughorn)  
400 Klughorn, Jay

100 Jackson, Richard L.  
670 Conflict and cooperation in police labour  
relations, c1980: t.p. (Richard L. Jackson)  
p. 239 (Rick Jackson)  
400 Jackson, Rick



- 100 Inmon, William H.  
 670 His Effective data base design, 1980:  
 t.p. (William H. Inmon)  
 670 His Design review methodology for a data  
 base environment, c1982: t.p. (W.H. Inmon)  
 400 Inmon, W. H. (William H.)
- 100 Hendrix, Louise Butts  
 670 Her Sutter Buttes, land of Histun Yani,  
 Sutter County, California, c1980: t.p.  
 (Louise Butts Hendrix) about the author  
 née Louise Butts)  
 400 Butts, Louise
- 100 Morgan, C. J. (Carol Jean)  
 670 National Career Education Conf. (1977 :  
 Canberra, A.C.T.) Issues in career educa-  
 tion, 1977: t.p. (C.J. Morgan) p. 141 (Dr.  
 C.J. (Kim) Morgan)  
 670 Aust. nat. bib. (Morgan, Carol Jean)  
 400 Morgan, Kim  
 400 Morgan, Carol Jean
- 100 Welch, Kenneth R. G.  
 670 His Herpetology of Europe and southwest  
 Asia, 1983: CIP t.p. (K.R.G. Welch) book  
 t.p. (Kenneth R.G. Welch)  
 400 Welch, K. R. G. (Kenneth R. G.)
- 100 Clark, T. J. (Timothy J.)  
 670 His Image of the people, 1982: t.p. (T.J.  
 Clark)  
 670 LC database, 7/14/83 (hdg.: Clark,  
 Timothy J.; usage: T.J. Clark)  
 400 Clark, Timothy J.
- 100 Gueligue, E. Sèlidji (Eugène Sèlidji)  
 670 His Lire, écrire et parler fon, 1978- :  
 t. 1, t.p. (E. Sèlidji Gueligue) pref.  
 (Eugène Sèlidji Gueligue)  
 400 Gueligue. Eugène Sèlidji
- 100 Meier-David, Huguette  
 670 Zado, R. Die kleine Rodung, 1978: t.p.  
 (Huguette Meier-David) verso t.p. (Huguette  
 Meier David) p. 16 (Huguette Meyer-David)  
 400 David, Huguette Meier-  
 400 Meyer-David, Huguette
- not also  
 400 Meier David, Huguette  
 ("Meier-David" and "Meier David" file the  
 same)  
 400 David, Huguette Meyer-  
 (This is a variant of the variant "400  
 Meyer-David, Huguette" traced above)
- 100 Moreno, Montserrat  
 670 Her Aprendizaje y desarrollo intelectual,  
 1980: t.p. (Montserrat Moreno) cover p. 4  
 (Montserrat Moreno Marimon)  
 400 Moreno Marimon, Montserrat  
 400 Marimon, Montserrat Moreno

100 Marure, Mateo Antonio, 1783?-1814  
 670 Vela. Un procer preterido, 1980: p. 17  
 (Matheo Antonio Marure y Guzmán) p. 20  
 (Matheo Antonio Marure y Guzmán) p. 21  
 (Matheo Antonio Marure)  
 670 Moore, R.E. Hist. dic. of Guat., 1967  
 (Marure, Mateo Antonio)  
 400 Marure y Guzmán, Matheo Antonio, 1783?-  
 1814  
 400 Marure Guzmán, Matheo Antonio, 1783?-1814  
 400 Marure, Matheo Antonio, 1783?-1814  
 400 Guzmán, Matheo Antonio Marure y, 1783?-  
 1814  
 400 Guzmán, Matheo Antonio Marure, 1783?-1814  
*(Only one of the two preceding references  
 should be made; it does not matter which)*

100 García de Miguel, J. M. (José María)  
 670 His Química del cristal, 1978: t.p. (J.M.  
 García de Miguel)  
 670 Bibl. eso., Apr. 1978 (García de Miguel, José  
 María)  
 400 De Miguel, J. M. García (José María  
 García)  
 400 Miguel, J. M. García de (José María  
 García)  
 400 García de Miguel, José María

100 Carvalho, Armando Silva  
 670 His Calicat. 1972: t.p. (Armando Silva  
 Carvalho)  
 670 His Os ovos d'oiro, 1969: t.p. (Armando  
 da Silva Carvalho)  
 400 Silva Carvalho, Armando  
 400 Carvalho, Armando da Silva

*not also*

400 Da Silva Carvalho, Armando  
 400 Silva Carvalho, Armando da  
*(This is a variant of the variant "400  
 Carvalho, Armando da Silva" traced above)*

### A.33. GENERAL RULE. [New]

Below are some roman-alphabet languages not covered by A.34 through A.52 for which a guide for capitalization other than the rules for English should be followed.

Breton	Follow the rules for French
Gallegan	Follow the rules for Spanish
Langue d'oc	Follow the rules for French

### CANADIAN HEADINGS

#### *LC/NLC Cooperative Agreement*

Through a cooperative agreement between the Library of Congress and the National Library of Canada (NLC), all headings for Canadian corporate bodies used in current LC cataloging must be approved by NLC. In addition, LC will accept the NLC form for some personal names used in cataloging materials with Canadian imprints.

#### *NLC Authority File*

NLC supplies LC with microfiche copies of its current name authority file, *Canadiana Authorities*. The microfiche gives the NLC

approved form of the heading and is the source for headings needed by LC.

When searching the NLC microfiche under initials, note that initials followed by periods but no spaces are filed as words; periods are not regarded as spaces. For example, B.C. Hydro files after Bazzini.

Headings for corporate names are taken from the microfiche edition of the NLC authority file. If the needed heading is not found there, NLC establishes it for LC's use and supplies LC with a copy of the record as found on the NLC DOBIS system.

Headings for personal names are taken preferably from Canadian CIP data printed in the book. Use the microfiche edition of the NLC authority file when the Canadian CIP data is not clear, seems likely to have been updated, etc., or when there is no Canadian CIP data available. NLC does not establish the personal name headings for LC's use.

All headings found established in the microfiche edition of the NLC authority file, or in current Canadian CIP data, are in AACR 2 form. (The microfiche edition no longer designates the headings explicitly as "AACR 2.")

#### *Searching/Verification*

##### 1) *Corporate Names*

The NLC form must be verified and used for all new Canadian corporate names and for all Canadian corporate names not yet coded for AACR 2 or coded for AACR 2 but lacking NLC verification. (If the NLC form differs from LC/AACR 2 practice for capitalization or punctuation, follow NLC.)

Use judgment about considering meetings held in Canada as "Canadian." For example, if an international conference happens to meet in Canada, it is not necessary to verify its heading according to these instructions.

Search the microfiche for the NLC form. If the heading is not found there, request verification from NLC.

Lists of headings to be verified are sent by mail to NLC, and replies are forwarded to catalogers. (If no reply is received within six weeks, initiate a second request.)

*Exception:* When verification is needed for a CIP item or a NACO heading, telephone the request to NLC.

##### 2) *Personal Names*

The NLC form is used for personal name headings on bibliographic records for items with Canadian imprints (i.e., the name of a Canadian city appears as the primary (first) place of publication) in the following cases:

- a) The heading is being newly established in LC or
- b) The heading has been established in LC but the AACR 2 form has not yet been assigned and the current LC form is not the AACR 2 form that would be assigned based on information in the LC data base (i.e., accept the NLC form instead of formulating an LC form).

(Note that the NLC authority file may be consulted as a reference source even for names that do not meet the above criteria.)

Look for the NLC form of heading in the Canadian CIP entry in the book, or, if there is no Canadian CIP, search the microfiche of the NLC name authority file. Cite these sources in the 670 field. If the NLC form is not found in these two sources, establish the name according to usual LC practice. Do not refer the name to NLC for special verification (as is done for corporate headings). Cite NLC and the date of the search in the 675 field.

If the form would conflict with another heading, do not use it. Instead, establish the name according to usual LC practice and record the NLC form in a 670 field citation. Explain the discrepancy by making the following note in the 667 field:

NLC form conflicts with another LC heading

*N.B.* 1) If the existing LC heading matches the NLC heading except that the NLC heading includes a date, accept the existing LC heading as the AACR 2 form, i.e., do not change the heading. (Dates added to personal name headings are additions to the heading and are not considered when comparing forms.)

2) When establishing a new heading and LC has date information but there is no conflict, do not include the date whenever the NLC form does not show this addition.

*Annotation of Authority Records*

For all new authority records, give the usual citations for the item being cataloged and (if appropriate) LC data base citations in the 670 field.

For corporate names, annotate the authority record by citing NLC as a 670 field. Do not search or cite other reference sources. Include the date of the NLC response to a request for verification. When the verification is obtained from the microfiche of the NLC authority file, use the date on the microfiche. Follow NLC by a parenthetical citation explicitly giving the NLC approved form, as follows:

NLC 9/24/86 (Family Service Association of Metropolitan Toronto)

For personal names, cite the Canadian CIP entry as part of the citation of the item being cataloged.

His Social inequality, c1984: t.p. (Edward G. Grabb) Can CIP (Grabb, Edward G.)

If there is no CIP entry, cite the NLC microfiche according to the above conventions for corporate names.

*References*

Trace "see" references given by NLC unless incompatible with other LC entries; trace "see also" references given by NLC according to normal LC guidelines (cf. LCRI 26.3B-C). Justification of these references is not necessary. Additional references may be given if required, justified according to normal practice.

For personal names, formulate the references according to LC style, e.g., include dates if used in the heading.

When evaluating references on existing authority records for corporate names, it will be necessary to check the heading on the NLC microfiche even if the name authority record contains a citation for the NLC form. If the heading is not found on the microfiche, request NLC verification. (Note that authority records for all corporate name

headings used as part of the heading or in cross references must indicate an NLC verification.)

#### *Canadian Corporate Headings—General*

LC practice is to establish Canadian corporate names in English whenever possible, the exception being Québec whose corporate names LC establishes in French.

NLC practice is to establish all corporate headings in both English and French whenever possible—meaning that the two forms appear on works they were cataloging. This means that for many headings, there are separate and complete entries, one for the English form and the other for the French form. There are also some headings that are a combination of French and English. In these cases, search the NLC fiche for the English forms and use them in establishing the LC heading.

Université coopérative internationale. Session  
d'automne (6th : 1983 : University of Ottawa)

The English form for the university is established on the NLC fiche; thus at LC, the heading becomes:

International Co-operative University. Session  
d'automne  
(This heading will be marked "Provisional" until  
the English form for "Session d'automne" becomes  
available)

N.B. 1) When making connections between earlier and later corporate names, NLC uses simple "see also" references rather than the references with special texts. (If information is available, code the references earlier/later, according to LC practice.)

2) NLC establishes ongoing conferences with qualifiers for each individual conference, while LC follows 24.7B4 and establishes one heading without the qualifiers. (Do not use these qualifiers in the LC name authority heading.)

3) If NLC indicates that the name is not a corporate body (e.g., a plan, a project), but it falls under group 1 of the list of headings for certain entities (see *Cataloging Service Bulletin*, no. 25, p. 2 ff.), establish the heading according to usual LC practice. Record the NLC decision in the 670 field.

#### *Canadian Corporate Headings—Québec*

In 1974 the government of Québec established French as the sole official language of the province. As a result, LC's English headings for Québec government bodies are obsolete for the period that begins with the change of official language. For publications issued through the end of 1974, an English heading is proper. For publications issued after 1974, use a French heading.

NLC verifies two headings for bodies that existed before and after the 1974/75 dividing line: an English one (through 1974) and a French one (after 1974).

For headings for non-government bodies in Québec, also accept NLC's verification in French (even, for example, if the work being cataloged is in English). There are some purely English-language private bodies in Québec, and NLC verifies these in English. For those verified in French that cross the language policy dividing line, apply the provisions given above for government bodies.

If the French form is chosen as the appropriate LC heading and it

includes a qualifying term that has been given in French, change the qualifying term to the English term given in the NLC English equivalent heading. (In such cases the LC heading will be a "combination" of the French and English NLC headings.)

*N.B.* The system of counties no longer exists in Québec; the term *Comté* has been replaced by the new division *Municipalité régionale de comté*.

#### *Canadian Personal Headings*

NLC has sent us the following information regarding the forms of names for married women:

"In Canada some of the provinces have new laws that allow women to choose their surname at the time of their marriage. Their legal name can be their maiden name, their husband's name, or a compound name structured in either order. We have discovered that authors seem to be inconsistent in how they present their names, making it difficult to assume that a woman has 'changed' her name as might have been assumed before the new laws came into effect."

For the time being, NLC prefers to leave the names as established on NLC fiche, until it can decide on a way to deal with this difficulty.

#### *NACO Participants*

NACO participants may have the NLC verification done by LC. Complete the name authority worksheet as usual, but the heading and reference fields may be left blank.

#### *NLC Heading Changes*

When the National Library of Canada changes an existing heading, notification of the change is sent to LC. Changes to authority and bibliographic records (including minimal level records) are made in the LC data base.

### CATALOGING MICROFORMS

*Cataloging Service Bulletin*, no. 14 (Fall 1981), p. 56-58, carried the statement of the "Library of Congress Policy for Cataloging Microreproductions," and says that the policy covers only reproductions of previously existing materials. Materials originally issued in micropublication are not covered. This makes it necessary to distinguish the two categories, and the Library of Congress has developed the internal guidelines below to aid in the distinction.

For simplicity, the terms "reproduction" and "micropublication" are used here, "reproduction" designating the materials covered by the special policy and "micropublication" designating those excluded.

#### *Reproductions*

A microform containing a work having a bibliographic and/or physical identity which pre-exists that of the microform identity should be treated as a reproduction. Previously published printed matter is usually easy to identify. Materials that have not been printed, such as typed or handwritten sheets, are more ambiguous. Evaluate these also under the statements below for micropublications. If it is decided that the item is a reproduction, then it should either be cataloged as a published item or as an unpublished item (Chapter 4 of AACR 2). Generally consider as a published item a typescript having imprint or distribution information in conventional locations. If the

item is handwritten or has no publication information, treat it as an unpublished item according to chapter 4.

#### *Micropublications*

If the item bears any explicit or formal statement that it has been written, edited, compiled, collected, or otherwise prepared for the purpose of publication in microform or there is a reasonable expectation that the ultimate form of release will be in microform or if this is known to be the fact from a reliable source, consider it a micropublication.

Also consider the item a micropublication if it bears a less formal or less prominent indication of micropublication (such as wording added (written, typed, or printed) in the style of this type of indication) or if there is an explicit statement in the work itself, as opposed to one added at a later time. Indications of micropublication can take a variety of forms.

*from t.p.:* "an original micropublication"  
*t.p. verso:* "available ... in microfilm from"  
*from p. 3:* "Hoover Manuscripts in Microform Series"  
*preface:* "... it was decided to microfilm these findings"  
*introduction:* "... can be found on the last reel"  
*table of contents:* "... Chapter ten ... p. 400, fiche 4"

If the item is the result of information stored in a computer database, which is then "printed-out" in microform, usually microfiche, or uses the expression "COM" (computer output microform), consider it to be a micropublication, even if it does not have any indication such as those described above. Such micropublications usually have the appearance of computer print-outs, but do not show the edges of pages, and the frames are frequently noted in alpha-numeric characters.

If the item does not fit the conditions described above but also does not fit any of the known formats of published or unpublished materials or it lacks conventional title/imprint indications that permit it to be described as a reproduction, consider it a micropublication. Examples are clipping files or collections of various documents or other items, with no evidence present that these items had a title prior to their accumulation or assembling for microfilming.

#### ROMANIZATION—NANAI (ERRATUM)

In *Cataloging Service Bulletin*, no. 37, the characters and their romanization were inadvertently left out. They should be: R, H, ŋ

#### SUBJECT CATALOGING

##### SUBJECT HEADINGS OF CURRENT INTEREST

*Weekly Lists 7-19, 1987*

Adolescent child molesters [May Subd Geog]  
Adult children of alcoholics [May Subd Geog]  
CD-I technology [May Subd Geog]  
CD-ROM [May Subd Geog]  
Check float [May Subd Geog]  
Chief executive officers [May Subd Geog]  
Communalism [May Subd Geog]  
Commuter marriage [May Subd Geog]  
Desktop publishing [May Subd Geog]  
Frequent flyer programs [May Subd Geog]

Functional literacy [*May Subd Geog*]  
 Home exchanging [*May Subd Geog*]  
 Information technology [*May Subd Geog*]  
 Investigative reporting [*May Subd Geog*]  
 Iran-Contra Affair, 1985-  
 Israeli-Arab conflicts [*May Subd Geog*]  
 Manipulative behavior [*May Subd Geog*]  
 Mixed economy [*May Subd Geog*]  
 New Age movement [*May Subd Geog*]  
 Omega-3 fatty acids  
 Parental leave [*May Subd Geog*]  
 Price fixing [*May Subd Geog*]  
 Problem employees [*May Subd Geog*]  
 Resource-based communities [*May Subd Geog*]  
 Rubik's Magic  
 School-age child care [*May Subd Geog*]  
 Self-protective behavior [*May Subd Geog*]  
 Social networks [*May Subd Geog*]

#### REVISED LC SUBJECT HEADINGS

The list below comprises headings that were changed or cancelled on weekly lists 1-16, 1987.

<i>Cancelled heading</i>	<i>Replacement heading</i>
Abnormalities	Abnormalities, Human [ <i>May Subd Geog</i> ] Animals—Abnormalities [ <i>May Subd Geog</i> ] Plants—Abnormalities [ <i>May Subd Geog</i> ]
Abnormalities (Animals)	Animals—Abnormalities [ <i>May Subd Geog</i> ]
Abnormalities (Plants)	Plants—Abnormalities [ <i>May Subd Geog</i> ]
Afro-American teachers—Salaries, pensions, etc.	Afro-American teachers— Pensions [ <i>May Subd Geog</i> ] Afro-American teachers— Salaries, etc. [ <i>May Subd Geog</i> ]
Air line police	Airline police [ <i>May Subd Geog</i> ]
Air lines	Airlines [ <i>May Subd Geog</i> ]
Air lines—Accounting	Airlines—Accounting
Air lines—Baggage	Airlines—Baggage
Air lines—Certification	Airlines—Certification [ <i>May Subd Geog</i> ]
Air lines—Cost of operation	Airlines—Cost of operation
Air lines—Employees—Medical examinations	Airlines—Employees—Medical examinations [ <i>May Subd Geog</i> ]
Air lines—Employees—Pensions	Airlines—Employees—Pensions [ <i>May Subd Geog</i> ]
Air lines—Employees—Salaries, etc.	Airlines—Employees—Salaries, etc. [ <i>May Subd Geog</i> ]



Air lines—Employees—Québec  
(Province)

Air lines—Flight attendants

Air lines—Food service

Air lines—Management

Air lines—Minority employment

Air lines—Rates

Air lines—Reservations

Air lines—Time-tables

Air lines, Local service

Air traffic controllers—  
Salaries, pensions, etc.

Air traffic controllers—  
Salaries, pensions, etc.—Law  
and legislation

Airports—Price policy

Albania—History—Italian  
occupation, 1939-1943

Aluminum-copper alloys, Effect of  
radiation on

American students in foreign  
countries

Andalusia

Anambra State (Nigeria)

Anglo-Saxon language

Anglo-Saxon language—Etymology

Anglo-Saxon literature

Anglo-Saxon philology

Anglo-Saxon poetry

Anglo-Saxon prose literature

Airlines—Employees—Québec  
(Province)

Flight attendants [*May Subd  
Geog*]

Airlines—Food service

Airlines—Management

Airlines—Minority employment

Airlines—Rates

Airlines—Reservations

Airlines—Time-tables

Local service airlines [*May Subd  
Geog*]

Air traffic controllers—Pensions  
[*May Subd Geog*]

Air traffic controllers—  
Salaries, etc. [*May Subd Geog*]

Air traffic controllers—  
Pensions—Law and legislation  
[*May Subd Geog*]

Air traffic controllers—  
Salaries, etc.—Law and  
legislation [*May Subd Geog*]

Airports—Prices

Albania—History—Axis  
occupation, 1939-1944

Aluminum-copper alloys—Effect  
of radiation on

American students—Foreign  
countries

Andalusia (Spain)

Anambra State (Nigeria)  
(*An identical name heading*)

English language—Old English,  
ca. 450-1100 [*May Subd Geog*]

English language—Old English,  
ca. 450-1100—Etymology

English literature—Old English,  
ca. 450-1100

English philology—Old English,  
ca. 450-1100

English poetry—Old English, ca.  
450-1100

English prose literature—Old  
English, ca. 450-1100

Arabic students in the United States [etc.]	Arab students—[ <i>place</i> ]
Arabs in Sind	Arabs—Pakistan—Sind
Argentines in Cuba, [the United States, etc.]	Argentines—[ <i>place</i> ]
Armenian Church. Liturgy and ritual	Armenian Church—Liturgy
Art, Gere (African people)	Art, Dan (African people)
Arts, Uigur	Arts, Uighur [ <i>May Subd Geog</i> ]
Asia Minor	Turkey ( <i>A name heading</i> )
Asia Minor—Languages	Turkey—Languages
Associate Reformed Church in North America	Associate Reformed Presbyterian Church ( <i>A name heading</i> )
Austrian periodicals in foreign countries	Austrian periodicals—Foreign countries
Authors—Salaries, pensions, etc.	Authors—Pensions [ <i>May Subd Geog</i> ] Authors—Salaries, etc. [ <i>May Subd Geog</i> ]
Authors, Anglo-Saxon	Authors, English—Old English, ca. 450-1100 [ <i>May Subd Geog</i> ]
Badger, American	American badger [ <i>May Subd Geog</i> ]
Badger, Old World	Old World badger [ <i>May Subd Geog</i> ]
Bara (Madagascan tribe)	Bara (Malagasy people)
Baseball coaches	Baseball—Coaches
Batak (Palawan)	Batak (Philippine people)
Bekennende Kirche	Bekennende Kirche ( <i>An identical name heading</i> )
Berezina River, White Russia, Battle of, 1920	Berezina River (Byelorussian S.S.R.), Battle of, 1920
Berlin (Germany)—Blockade, 1948-1949	Berlin (Germany)—History—Blockade, 1948-1949
Bible. N.T.—Pictures, illustrations, etc.	Bible. N.T.—Illustrations
Bighorn sheep—Legends and stories	Bighorn sheep—Anecdotes Bighorn sheep—Biography Bighorn sheep—Fiction Bighorn sheep—Folklore Bighorn sheep—Juvenile fiction ( <i>Existing headings</i> )
Biqā' (Lebanon)	Biqā' Valley (Lebanon)

Birds—Legends and stories	Birds—Anecdotes
	Birds—Biography
	Birds—Fiction
	Birds—Folklore
	Birds—Juvenile fiction (Existing headings)
Bisa (Upper Volta and Ghanaian people)	Bisa (Burkinabe and Ghanaian people)
Black Panthers Trial, New York, 1970-1971	Black Panthers Trial, New York, N.Y., 1970-1971
Blood platelet aggregation	Blood platelets—Aggregation
Blue-green algae	Cyanobacteria [May Subd Geog]
Brahui tribe	Brahui (Pakistani people)
Brain damaged children—Testing	Brain-damaged children— Psychological testing
Brittany spaniels	Brittany spaniel
Buddhist liturgies	Buddhism—Rituals (An existing heading)
Buddhist rites and ceremonies	Buddhism—Customs and practices
Bŭlgarska pravoslavna tsŭrkva	Bŭlgarska pravoslavna tsŭrkva (An identical name heading)
Callao (Peru)—Blockade, 1880	Callao (Peru)—History—Blockade, 1880
Calvinists in Brazil, [etc.]	Calvinists—[place]
Canadian students in foreign countries	Canadian students—Foreign countries
Captree State Parkway	Captree State Parkway (Long Island, N.Y.)
Cardiacs	Heart—Diseases—Patients [May Subd Geog]
Cardiacs—Employment	Heart—Diseases—Patients— Employment [May Subd Geog]
Cardiacs—Rehabilitation	Heart—Diseases—Patients— Rehabilitation [May Subd Geog]
Carthusians	Carthusians (An identical name heading)
Catechumens—Early church, ca. 30-600	Catechumens—History—Early church, ca. 30-600
Catechumens—Middle Ages, 600-1500	Catechumens—History—Middle Ages, 600-1500
Catholic Church—Clergy—Salaries, pensions, etc.	Catholic Church—Clergy—Pensions [May Subd Geog] Catholic Church—Clergy—Salaries, etc. [May Subd Geog]

Cerebello-pontile angle	Cerebellopontile angle
Cerebral ventricles	Brain—Ventricles
Cerebral ventricles—Radiography	Brain—Ventricles—Radiography [ <i>May Subd Geog</i> ]
Cerebral ventricles—Tumors	Brain—Ventricles—Tumors [ <i>May Subd Geog</i> ]
Chang, Tse-tuan, fl. 1111-1120. Ch'ing ming shang ho t'u	Chang, Tse-tuan, fl. 1111-1120. Going up the river at Ch'ing- ming Festival time ( <i>An existing heading</i> )
Chemical processes, Effect of reduced gravity on	Chemical process—Effect of reduced gravity on
Chestnut-blight	Chestnut blight [ <i>May Subd Geog</i> ]
Chicago Seven Trial, 1969-1970	Chicago Seven Trial, Chicago, Ill., 1969-1970
Children, Adopted—Testing	Children, Adopted—Psychological testing
Chota Nagpur (India)	Chota Nāgpur (India)
Chota Nagpur (India)—History	Chota Nāgpur (India)—History
Chota Nagpur (India)—History— Insurrection, 1831-1832	Chota Nāgpur (India)—History— Insurrection, 1831-1832
Christian literature, Anglo- Saxon	Christian literature, English (Old) [ <i>May Subd Geog</i> ]
Christian poetry, Anglo-Saxon	Christian poetry, English (Old) [ <i>May Subd Geog</i> ]
Christian poetry, English—Middle English (1100-1500)	Christian poetry, English (Middle) [ <i>May Subd Geog</i> ]
Christianity and culture—Early church, ca. 30-600	Christianity and culture— History—Early church, ca. 30-600
Church of England—Bishops— Salaries, pensions, etc.	Church of England—Bishops— Pensions [ <i>May Subd Geog</i> ] Church of England—Bishops— Salaries, etc. [ <i>May Subd Geog</i> ]
Church of Scotland—Clergy— Salaries, pensions, etc.	Church of Scotland—Clergy— Pensions [ <i>May Subd Geog</i> ] Church of Scotland—Clergy— Salaries, etc. [ <i>May Subd Geog</i> ]
Church work with emigrants	Church work with immigrants [ <i>May Subd Geog</i> ]
Church work with foreigners	Church work with aliens [ <i>May Subd Geog</i> ]
Church work with foreigners— Baptists	Church work with aliens— Baptists, [Catholic Church, etc.]
Circassians in Israel, [etc.]	Circassians—[ <i>place</i> ]

Citron (Jewish cultus)	Etrog
City councilmen	City council members [ <i>May Subd Geog</i> ]
Civil engineers—Salaries, pensions, etc.	Civil engineers—Pensions [ <i>May Subd Geog</i> ] Civil engineers—Salaries, etc. [ <i>May Subd Geog</i> ]
Civil engineers—Salaries, pensions, etc.—Law and legislation	Civil engineers—Pensions—Law and legislation [ <i>May Subd Geog</i> ] Civil engineers—Salaries, etc.—Law and legislation [ <i>May Subd Geog</i> ]
Civil rights (Canon law)	Civil rights—Religious aspects—Catholic Church
Civil rights (International law)	Human rights [ <i>May Subd Geog</i> ]
Civilization, Pagan	Paganism ( <i>An existing heading</i> )
Civilization, Villanovan	Villanovans [ <i>May Subd Geog</i> ]
Classification—Nonbook material	Classification—Non-book material
Clergy—Salaries, pensions, etc.	Clergy—Pensions [ <i>May Subd Geog</i> ] Clergy—Salaries, etc. [ <i>May Subd Geog</i> ]
Clerks—Salaries, pensions, etc.	Wages—Clerks [ <i>May Subd Geog</i> ] Clerks—Pensions [ <i>May Subd Geog</i> ]
Coal Strike, Colorado, 1913-1914	Coal Strike, Colo., 1913-1914
Coal Strike, United States, 1977-1978	Coal Strike, U.S., 1977-1978
College teachers—Salaries, pensions, etc.	College teachers—Pensions [ <i>May Subd Geog</i> ] College teachers—Salaries, etc. [ <i>May Subd Geog</i> ]
Commercial agents—Salaries, commissions, etc.	Commercial agents—Salaries, etc. [ <i>May Subd Geog</i> ]
Commercial travelers—Salaries, commissions, etc.	Traveling sales personnel—Salaries, etc. [ <i>May Subd Geog</i> ]
Confederate States of America—Foreign population	Immigrants—Confederate States of America
Confederate States of America—Hospitals, charities, etc.	Charities—Confederate States of America Hospitals—Confederate States of America
Confederate States of America—Officials and employees—Salaries, allowances, etc.	Confederate States of America—Officials and employees—Salaries, etc.
Confirmation (Buddhist liturgy)	Confirmation (Buddhist rite)

Confucian rites and ceremonies	Confucian customs and practices
Corsicans in the Barbary States, [etc.]	Corsicans—[place]
Costume, Arab, [Oriental, Slavic, etc.]	Headings of the type [class of persons or ethnic group]— Costume (Individual subject authority records not made)
County officials and employees— Salaries, allowances, etc.	County officials and employees— Salaries, etc.
Courts—Officials and employees— Salaries, allowances, etc.	Courts—Officials and employees— Salaries, etc.
Cretans in the United States	Cretans—United States
Cricket coaching	Cricket—Coaching
Czech language in Slovakia, [etc.]	Czech language—[place]
Czech periodicals in foreign countries	Czech periodicals—Foreign countries
Częstochowa Trials, 1945-1950	Częstochowa Trials, Częstochowa, Poland, 1945-1950
Dachau Trial, 1946	Dachau Trial, Dachau, Germany, 1946
Deaf, Films for the	Films for the hearing impaired [May Subd Geog]
Defense contracts—Price policy	Defense contracts—Prices [May Subd Geog]
Dentists—Salaries, pensions, etc.	Dentists—Pensions [May Subd Geog] Dentists—Salaries, etc. [May Subd Geog]
Deoxyribonucleate nucleotidyltransferases	DNA polymerases
Dialogues, Anglo-Saxon	Dialogues, English (Old) [May Subd Geog]
Didactic poetry, Anglo-Saxon	Didactic poetry, English (Old) [May Subd Geog]
Directors of corporations— Salaries, pensions, etc.	Directors of corporations— Pensions [May Subd Geog] Directors of corporations— Salaries, etc. [May Subd Geog]
Directors of corporations— Salaries, pensions, etc.—Law and legislation	Directors of corporations— Pensions—Law and legislation [May Subd Geog] Directors of corporations— Salaries, etc.—Law and legislation [May Subd Geog]
Distances—Tables, etc.	Distances—Tables

Dodecanese	Dodecanese (Greece)
Dogs in moving-pictures	Dogs in motion pictures
Dom (The Anglo-Saxon word)	Dom (The Old English word)
Dove-cotes	Dovecotes [ <i>May Subd Geog</i> ]
East	Orient
East-Central State (Nigeria)	East Central State (Nigeria) ( <i>An identical name heading</i> )
East Indian students in foreign countries	East Indian students—Foreign countries
East Indians in foreign countries	East Indians—Foreign countries
Egyptian students in foreign countries	Egyptian students—Foreign countries
Elegiac poetry, Anglo-Saxon	Elegiac poetry, English (Old) [ <i>May Subd Geog</i> ]
Elementary school teachers—Salaries, pensions, etc.	Elementary school teachers—Pensions [ <i>May Subd Geog</i> ] Elementary school teachers—Salaries, etc. [ <i>May Subd Geog</i> ]
Endocrinology—Psychosomatic aspects	Psychoneuroendocrinology [ <i>May Subd Geog</i> ] ( <i>An existing heading</i> )
Engineers—Salaries, pensions, etc.	Engineers—Pensions [ <i>May Subd Geog</i> ] Engineers—Salaries, etc. [ <i>May Subd Geog</i> ]
English newspapers in foreign countries	English newspapers—Foreign countries
Entrepreneur	Entrepreneurship [ <i>May Subd Geog</i> ]
Epic poetry, Anglo-Saxon	Epic poetry, English (Old) [ <i>May Subd Geog</i> ]
Epic poetry, Uigur	Epic poetry, Uighur [ <i>May Subd Geog</i> ]
Erie School District	[ <i>No replacement heading</i> ]
Ethnology—Asia Minor	Ethnology—Turkey ( <i>An existing heading</i> )
Ethnology—Rhodesia	Ethnology—Zambia Ethnology—Zimbabwe ( <i>Existing headings</i> )
Fantastic four (Comic strip)	Fantastic four (Comic strip) ( <i>An identical name heading</i> )
Fiesta de San Fermín (Spain)	Fiesta de San Fermín, Pampiona, Spain
Finn MacCool	Finn MacCumhaill, 3rd cent. ( <i>A name heading</i> )

- Fire fighters—Salaries, pensions, etc.
- Fire fighters—Salaries, pensions, etc.—Law and legislation
- Fish-oil
- Fish-oil as feed
- Folk poetry, Anglo-Saxon
- French Guiana—Description and travel—1951-
- French periodicals in foreign countries
- Funeral rites and ceremonies, Gere
- Gall-gnats
- Gas power-plants
- Geography, Mathematical—Tables, etc.
- Geography—Tables, etc.
- Gere (African people)
- Gere (African people)—Games
- Gere (African people)—Masks
- Gerontology—Yearbooks
- Girls—Prayer-books and devotions—French, [German, Italian, etc.]
- Global Atmospheric Research Program
- Great Britain—Foreign population
- Great Britain—Foreign population—Housing
- Guatemala—Description and travel—1951-
- Fire fighters—Pensions [*May Subd Geog*]
- Fire fighters—Salaries, etc. [*May Subd Geog*]
- Fire fighters—Pensions—Law and legislation [*May Subd Geog*]
- Fire fighters—Salaries, etc.—Law and legislation [*May Subd Geog*]
- Fish oils [*May Subd Geog*]
- Fish oils as feed [*May Subd Geog*]
- Folk poetry, English (Old) [*May Subd Geog*]
- French Guiana—Description and travel—1951-1980
- French Guiana—Description and travel—1981-
- French periodicals—Foreign countries
- Funeral rites and ceremonies, Dan (African people)
- Gall midges [*May Subd Geog*]
- Gas power plants [*May Subd Geog*]
- Geography, Mathematical—Tables
- Geography—Tables
- Dan (African people)
- Dan (African people)—Games
- Dan (African people)—Masks
- Gerontology—Periodicals (*An existing heading*)
- Girls—Prayer-books and devotions—English, [French, German, etc.]
- Global Atmospheric Research Programme (*A name heading*)
- Aliens—Great Britain
- Immigrants—Great Britain
- Aliens—Great Britain—Housing
- Immigrants—Great Britain—Housing
- Guatemala—Description and travel—1951-1980 (*An existing heading*)



Haiti—Politics and government— 1971-	Haiti—Politics and government— 1971-1986.
	Haiti—Politics and government— 1986-
Handicapped children—Testing	Handicapped children— Psychological testing
Hanseatic League	Hanseatic League (An identical name heading)
Helena, Ark., Battle of, 1863	Helena (Ark.), Battle of, 1863
Herbivora	Herbivores [May Subd Geog]
Herbivora, Fossil	Herbivores, Fossil [May Subd Geog]
Herring-fisheries	Herring fisheries [May Subd Geog]
High school principals—Salaries, pensions, etc.	High school principals—Pensions [May Subd Geog]
	High school principals—Salaries, etc. [May Subd Geog]
High school teachers—Salaries, pensions, etc.	High school teachers—Pensions [May Subd Geog]
	High school teachers—Salaries, etc. [May Subd Geog]
History—Yearbooks	History—Periodicals Headings of the type History, Modern—19th century; History, Modern—1945- (Existing headings)
Hockey clubs	Hockey—Clubs
Hockey coaches	Hockey—Coaches
Hockey coaching	Hockey—Coaching
Hoke family	Hook family
Holsteiners in Siena	Holsteiners—Italy—Siena
Horse-chestnut	Horse chestnut [May Subd Geog]
Humility (Judaism)	Humility—Judaism
Hydrography—Tables, etc.	Hydrography—Tables
Hygrometers, Effect of radiation on	Hygrometers—Effect of radiation on
Imo State (Nigeria)	Imo State (Nigeria) (An identical name heading)
Independent Fundamental Churches of America	Independent Fundamental Churches of America (An identical name heading)
Indians of North America— Narcotics	Indians of North America—Drug use

Indians of North America— Religious liberty	Indians of North America— Freedom of religion
Inscriptions, Anglo-Saxon, [Aramaic, etc.]	Inscriptions, English, [Aramaic, etc.] [ <i>May Subd Geog</i> ]
Internal conversion (Nuclear physics)—Tables, etc.	Internal conversion (Nuclear physics)—Tables
Investment trusts	Mutual funds [ <i>May Subd Geog</i> ]
Iraq—History—Revolutions, 1963	Iraq—History—Revolution, 1963
Iron metabolism	Iron—Metabolism
Iron metabolism disorders	Iron—Metabolism—Disorders [ <i>May Subd Geog</i> ]
Isham family	Isom family
Isinai dialect	Isinay language
Japanese students in foreign countries	Japanese students—Foreign countries
Jehovah's Witnesses ( <i>The corporate body</i> )	Watch Tower Bible and Tract Society ( <i>A name heading</i> )
Jews—Yearbooks	Jews—Periodicals
Jews—Babylonia	Jews—Iraq—Babylonia
Joan of Arc, Saint, 1412-1431— Portraits, etc.	Joan of Arc, Saint, 1412-1431— Portraits
Journalism, Provincial	Journalism, Regional [ <i>May Subd Geog</i> ]
Judaism and economics	Economics—Religious aspects— Judaism
Judges—Appointment, qualifications, tenure, etc.	Judges—Selection and appoint- ment
Judges—Salaries, pensions, etc.	Judges—Pensions [ <i>May Subd Geog</i> ] Judges—Salaries, etc. [ <i>May Subd Geog</i> ]
Kashgar-Yarkend dialect	Uighur language [ <i>May Subd Geog</i> ]
Kerinci dialect	Kerinci language [ <i>May Subd Geog</i> ]
Khas tribe	Khasa (Indic people)
Kohoutek Comet	Kohoutek comet
Krasnodar Trial, 1943	Krasnodar Trial, Krasnodar, R.S.F.S.R., 1943
Krupp Trial, Nuremburg, 1947-1948	Krupp Trial, Nuremburg, Germany, 1947-1948
Labadists in Maryland	Labadists—Maryland
Lacrosse coaching	Lacrosse—Coaching

Leather research	Leather—Research [ <i>May Subd Geog</i> ]
Legislative bodies—Salaries, pensions, etc.	Legislators—Pensions [ <i>May Subd Geog</i> ] Legislators—Salaries, etc. [ <i>May Subd Geog</i> ]
Leipzig Trials, 1921	Leipzig Trials, Leipzig, Germany, 1921
Leningrad (R.S.F.S.R.)—History—1917-1921	Leningrad (R.S.F.S.R.)—History—Revolution, 1917-1921
Liberal Party (Canada)	Liberal Party of Canada ( <i>A name heading</i> )
Libraries and foreign population	Libraries and immigrants [ <i>May Subd Geog</i> ]
Lime (Tree)	Lime tree
Liquors—Tables, standards, etc.	Liquors—Standards [ <i>May Subd Geog</i> ] Liquors—Tables
Literature—Yearbooks	Literature—Periodicals ( <i>An existing heading</i> )
Liturgies, Eastern churches	Eastern churches—Liturgy
Local officials and employees—Salaries, allowances, etc.	Local officials and employees—Salaries, etc. [ <i>May Subd Geog</i> ]
Loco plant insects	Astragalus (Plant)—Diseases and pests Insect pests [ <i>May Subd Geog</i> ] ( <i>Existing headings</i> )
Logicians, Arab, [English, French, etc.]	Logicians—[ <i>place</i> ] ( <i>Individual subject authority records not made</i> )
Lolo language	Yi language [ <i>May Subd Geog</i> ]
Lolos	Yi (Chinese people)
Loud-speaker cabinets	Loudspeaker cabinets [ <i>May Subd Geog</i> ]
Loud-speakers	Loudspeakers [ <i>May Subd Geog</i> ]
Loud-speakers, Direct radiator	Direct radiator loudspeakers [ <i>May Subd Geog</i> ]
Louis XIV, King of France, 1638-1715—Portraits, caricatures, etc.	Louis XIV, King of France, 1638-1715—Portraits
Lusatia	Lusatia (Germany) ( <i>An existing heading</i> )
Lusatia—History—Revolution, 1848-1849	Lusatia (Germany)—History—Revolution, 1848-1849
Lutheran Church. Liturgy and ritual	Lutheran Church—Liturgy

Malay language in Southeastern Asia	Malay language—Asia, Southeastern
Manuscripts, Anglo-Saxon, [Arabic, etc.]	Manuscripts, English, [Arabic, etc.] [ <i>May Subd Geog</i> ]
Marie de Médicis, Queen, consort of Henry IV, King of France, 1573-1642—Portraits, caricatures, etc.	Marie de Médicis, Queen, consort of Henry IV, King of France, 1573-1642—Portraits
Matter, Effect of reduced gravity on	Matter—Effect of reduced gravity on
Medical inspection of aliens	Aliens—Medical examinations [ <i>May Subd Geog</i> ]
Mental health personnel—Salaries, pensions, etc.	Mental health personnel—Pension [ <i>May Subd Geog</i> ] Mental health personnel—Salaries, etc. [ <i>May Subd Geog</i> ]
Mentally handicapped children—Testing	Mentally handicapped children—Psychological testing
Merchant seamen—Salaries, pensions, etc.	Merchant seamen—Pensions [ <i>May Subd Geog</i> ] Merchant seamen—Salaries, etc. [ <i>May Subd Geog</i> ]
Merchant seamen—Salaries, pensions, etc.—Law and legislation	Merchant seamen—Pensions—Law and legislation [ <i>May Subd Geog</i> ] Merchant seamen—Salaries, etc.—Law and legislation [ <i>May Subd Geog</i> ]
Merlin	Merlin (Legendary character)
Mesta	Concejo de la Mesta (Spain)
Metallurgy—Tables, calculations, etc.	Metallurgy—Tables
Methodist Episcopal Church in Indiana, [Kansas, Ohio, etc.]	Methodist Episcopal Church—[ <i>place</i> ] ( <i>Individual subject authority records not made</i> )
Mexican students in the United States, [etc.]	Mexican students—[ <i>place</i> ]
Mexico—Description and travel—1951-	Mexico—Description and travel—1951-1980 ( <i>An existing heading</i> )
Mineral industries—Yearbooks	Mineral industries—Periodicals
Missionaries—Salaries, pensions, etc.	Missionaries—Pensions [ <i>May Subd Geog</i> ] Missionaries—Salaries, etc. [ <i>May Subd Geog</i> ]
Missions to Loios	Missions to Yi (Chinese people)
Monarchy, British	Monarchy—Great Britain

Monarchy, Danish	Monarchy—Denmark
Monarchy, French.	Monarchy—France
Monarchy, Polish	Monarchy—Poland
Monarchy, Russian	Monarchy—Soviet Union
Monarchy, Spanish	Monarchy—Spain
Monarchy, Spanish, [etc.]	Monarchy—[ <i>place</i> ]
Monarchy, Thai	Monarchy—Thailand
Moon—Orbit—Tables, etc.	Moon—Orbit—Tables
Moscow Trials, 1936-1937	Moscow Trials, Moscow, R.S.F.S.R., 1936-1937
Mowing-machines	Mowing machines [ <i>May Subd Geog</i> ]
Municipal officials and employees—Salaries, allowances, etc.	Municipal officials and employees—Salaries, etc. [ <i>May Subd Geog</i> ]
Musicians, Blind	Blind musicians [ <i>May Subd Geog</i> ]
Musicians, Blind—Japan	Blind musicians—Japan
Names, Anglo-Saxon, [Arabic, Celtic, etc.]	Names, English, [Arabic, Celtic, etc.]
Names, Geographical—Anglo-Saxon, [Celtic, Latin, etc.]	Names, Geographical—English, [Celtic, Latin, etc.]
National Republican Party	National Republican Party (U.S.) ( <i>A name heading</i> )
Nederduitse Gereformeerde Kerk	Nederduitse Gereformeerde Kerk ( <i>An identical name heading</i> )
Nigeria—Politics and government —1979-	Nigeria—Politics and government—1979-1983 Nigeria—Politics and government—1984-
Norwegian students in foreign countries	Norwegian students—Foreign countries
Nuclear physics—Tables, etc.	Nuclear physics—Tables
Nuclear reactors—Tables, calculations, etc.	Nuclear reactors—Tables
Nuremberg Medical Trial, 1946- 1947	Nuremberg Medical Trial, Nuremberg, Germany, 1946-1947
Nuremberg Trial of Major German War Criminals, 1945-1946	Nuremberg Trial of Major German War Criminals, Nuremberg, Germany, 1945-1946
Nuremberg War Crime Trials, 1946- 1949	Nuremberg War Crime Trials, Nuremberg, Germany, 1946-1949

Nurses—Salaries, pensions, etc.	Nurses—Pensions [ <i>May Subd Geog</i> ] Nurses—Salaries, etc. [ <i>May Subd Geog</i> ]
Nurses—Salaries, pensions, etc.—Law and legislation	Nurses—Pensions—Law and legislation [ <i>May Subd Geog</i> ] Nurses—Salaries, etc.—Law and legislation [ <i>May Subd Geog</i> ]
Nyamwezi	Nyamwezi (African people)
Obstetrics—Cases, clinical reports, statistics	Obstetrics—Case studies Obstetrics—Statistics
Odd-Fellows, Independent Order of	Independent Order of Odd Fellows [ <i>May Subd Geog</i> ]
Odd-Fellows, Independent Order of—Charities	Independent Order of Odd Fellows—Charities
Odd-Fellows, Independent Order of—Costumes, supplies, etc.	Independent Order of Odd Fellows—Equipment and supplies Independent Order of Odd Fellows—Uniforms
Odd-Fellows, Independent Order of—Laws, decisions, etc.	Independent Order of Odd Fellows—Constitution
Odd-Fellows, Independent Order of—Rituals	Independent Order of Odd Fellows—Rituals
Odd-Fellows, Independent Order of—Songs and music	Independent Order of Odd Fellows—Songs and music
Olson, Christina—Portraits, caricatures, etc.	Olson, Christina—Portraits
Optics—Tables, etc.	Optics—Tables
Ordinance of 1787	United States. Ordinance of 1787 ( <i>A name heading</i> )
Ordinance research	Ordinance—Research [ <i>May Subd Geog</i> ]
Ouachita Mountains (Okla. and Ark.)	Ouachita Mountains (Ark. and Okla.)
Ouachita National Forest (Okla. and Ark.)	Ouachita National Forest (Ark. and Okla.)
Ouobé (African tribe)	Wobe (African people)
Owain Glyndŵr's (Wales)	Owain Glyndŵr's Way (Wales)
Packaging research	Packaging—Research [ <i>May Subd Geog</i> ]
Palacio de Minería (Mexico City, Mexico)	Palacio de Minería (Mexico City, Mexico) ( <i>An identical name heading</i> )
Paraplegia research	Paraplegia—Research [ <i>May Subd Geog</i> ]
Parmigianino, 1503-1540—Portraits, etc.	Parmigianino, 1503-1540—Portraits

Parmigianino, 1503- 1540. Self-portrait in a convex mirror (Painting)	Parmigianino, 1503- 1540. Self-portrait in a convex mirror
Philippine students in the United States, [etc.]	Philippine students—[ <i>place</i> ]
Philippines—History—1946-	Philippines—History—1946-1986 Philippines—History—1986-
Photography—Yearbooks	Photography—Periodicals ( <i>An existing heading</i> )
Physicians—Salaries, pensions, etc.	Physicians—Pensions [ <i>May Subd Geog</i> ] Physicians—Salaries, etc. [ <i>May Subd Geog</i> ]
Physicians—Salaries, pensions, etc.—Law and legislation	Physicians—Pensions—Law and legislation [ <i>May Subd Geog</i> ] Physicians—Salaries, etc.—Law and legislation [ <i>May Subd Geog</i> ]
Pilgermission Sankt Chrischona	Pilgermission Sankt Chrischona ( <i>An identical name heading</i> )
Pituitary body	Pituitary gland
Pituitary body—Diseases	Pituitary gland—Diseases [ <i>May Subd Geog</i> ]
Pituitary body—Diseases— Complications and sequelae	Pituitary gland—Diseases— Complications and sequelae [ <i>May Subd Geog</i> ]
Pituitary body—Necrosis	Pituitary gland—Necrosis
Pituitary body—Surgery	Pituitary gland—Surgery [ <i>May Subd Geog</i> ]
Pituitary body—Transplantation	Pituitary gland—Transplantation [ <i>May Subd Geog</i> ]
Pituitary body—Tumors	Pituitary gland—Tumors [ <i>May Subd Geog</i> ]
Plant names, Popular—Anglo-Saxon	Plant names, Popular—English (Old)
Polarograph and polarography	Polarographs Polarography
Police chiefs—Appointment, qualifications, tenure, etc.	Police chiefs—Selection and appointment
Polish language in England, [etc.]	Polish language—[ <i>place</i> ]
Polish newspapers in foreign countries	Polish newspapers—Foreign countries
Polish periodicals in foreign countries	Polish periodicals—Foreign countries

Portuguese students in Africa, [Brazil, India, etc.]	Portuguese students—[place]
Post-mortem changes	Postmortem changes [May Subd Geog]
Post-mortem homografts	Cadaver homografts [May Subd Geog]
Post-mortem plastic surgery	Postmortem plastic surgery [May Subd Geog]
Postal service—Salaries, pensions, etc.	Postal service—Employees— Pensions [May Subd Geog] Postal service—Employees— Salaries, etc. [May Subd Geog]
Praestø, Denmark (Province)	Praestø amt (Denmark) (A name heading)
Pressure-gage industry	Pressure gage industry [May Subd Geog]
Pressure-gages	Pressure gages
Pressure-gages—Calibration	Pressure gages—Calibration
Price policy	Pricing [May Subd Geog]
Proverbs, Uigur	Proverbs, Uighur [May Subd Geog]
Prussians in Poland, [etc.]	Prussians—[place]
Psychology, Patnological— Classification	Mental illness—Classification
Psychotherapy ethics	Psychotherapists—Professional ethics Psychotherapy—Moral and ethical aspects
al-Qādishīyah, Battle of, 637	Qādishīyah, Battle of, 637
Railroad engineering—Tables, calculations, etc.	Railroad engineering—Tables
Railroads—Freight—Tables, etc.	Railroads—Freight—Tables
Railroads—Pensions	Railroads—Employees—Pensions [May Subd Geog]
Railroads—Pensions—Cost-of- living adjustments	Railroads—Employees—Pensions —Cost-of-living adjustments [May Subd Geog]
Railroads—Pensions—Law and legislation	Railroads—Employees—Pensions —Law and legislation [May Subd Geog]
Railroads—Pro-rating tables	Railroads—Prorating tables
Raison River, Battle of, 1813	Raisin River, Battle of, 1813 (An existing heading)
Real estate agents—Salaries, commissions, etc.	Real estate agents—Salaries, etc. [May Subd Geog]



Red Cross. Italy. Croce Rossa	Croce rossa italiana (A name heading)
Red Cross. U.S. American National Red Cross	American National Red Cross (A name heading)
Religious liberty	Freedom of religion [May Subd Geog]
Religious liberty—History	Freedom of religion—History
Religious liberty—History—16th century	Freedom of religion—History— 16th century
Religious liberty (Canon law)	Freedom of religion (Canon law)
Religious liberty (International law)	Freedom of religion (International law)
Religious poetry, English—Middle English (1100-1500)	Religious poetry, English (Middle) [May Subd Geog]
Réunion Islanders in France	Réunion Islanders—France
Riddles, Anglo-Saxon	Riddles, English (Old) [May Subd Geog]
Riddles, Anglo-Saxon, [Romanian, etc.]	Riddles, Bengali, [Romanian, etc.] [May Subd Geog]
Right to life (International law)	Right to life [May Subd Geog]
Rinzai (Sect)—Ceremonies and practices	Rinzai (Sect)—Customs and practices
Russian periodicals in foreign countries	Russian periodicals—Foreign countries
Russian students in foreign countries	Russian students—Foreign countries
Russians—Asia Minor	Russians—Turkey
Russkaia pravoslavnaia tserkov'	Russkaia pravoslavnaia tserkov' (An identical name heading)
Sales personnel—Salaries, commissions, etc.	Sales personnel—Salaries, etc. [May Subd Geog]
Samurai—Salaries, pensions, etc.	Samurai—Pensions [May Subd Geog] Samurai—Salaries, etc. [May Subd Geog]
Samurai—Salaries, pensions, etc.—Law and legislation	Samurai—Pensions—Law and legislation [May Subd Geog] Samurai—Salaries, etc.—Law and legislation [May Subd Geog]
Sandbank Range, Cuxhaven, Ger.	[No replacement heading]
Scania (Sweden)	Skåne (Sweden)
School employees—Salaries, pensions, etc.	School employees—Pensions [May Subd Geog] School employees—Salaries, etc. [May Subd Geog]

School employees—Salaries, pensions, etc.—Law and legislation	School employees—Pensions—Law and legislation [ <i>May Subd Geog</i> ]
	School employees—Salaries, etc.—Law and legislation [ <i>May Subd Geog</i> ]
Scrap-books	Scrapbooks [ <i>May Subd Geog</i> ]
Screen writers	Screenwriters [ <i>May Subd Geog</i> ]
Schwenkfelders in Pennsylvania	Schwenkfelders—Pennsylvania
Scottish students in America, [Canada, France, etc.]	Scottish students—[ <i>place</i> ]
Selection of nonbook materials	Selection of non-book materials
Semendo language	Semendo dialect [ <i>May Subd Geog</i> ]
Seminarians—Testing	Seminarians—Psychological testing
Senegalese students in foreign countries	Senegalese students—Foreign countries
Sermons, Anglo-Saxon	Sermons, English (Old) [ <i>May Subd Geog</i> ]
Sermons, English—Middle English, 1100-1500.	Sermons, English (Middle) [ <i>May Subd Geog</i> ]
Seven against Thebes	Seven against Thebes (Greek mythology)
Shakespeare, William, 1564-1616—Calendars, etc.	Shakespeare, William, 1564-1616—Calendars
Shakespeare, William, 1564-1616—Film adaptations	Shakespeare, William, 1564-1616—Film and video adaptations
Shanghai Trial, 1946	Shanghai Trial, Shanghai, China, 1946
Shinto—Liturgy	Shinto—Rituals ( <i>An existing heading</i> )
Shinto rites and ceremonies	Shinto—Customs and practices
Shop mathematics—Tables, etc.	Shop mathematics—Tables
Sisyphus	Sisyphus (Greek mythology)
Slovak periodicals in foreign countries	Slovak periodicals—Foreign countries
Social workers—Salaries, pensions, etc.	Social workers—Pensions [ <i>May Subd Geog</i> ]
	Social workers—Salaries, etc. [ <i>May Subd Geog</i> ]
Socialist Labor Party	Socialist Labor Party ( <i>An identical name heading</i> )
Society of the Divine Word	Society of the Divine Word ( <i>An identical name heading</i> )

Soeurs grises	Soeurs grises (An identical name heading)
Soil-surveys	Soil surveys [May Subd Geog]
Soil-surveys—Geophysical methods	Soil surveys—Geophysical methods
Somali students in foreign countries	Somali students—Foreign countries
Songhai	Songhai Empire
Sound, Localization of	Directional hearing [May Subd Geog]
South-west African students in foreign countries	Namibian students—Foreign countries
Soviet Union—History—Revolution, 1917-1921—Foreign participation	Soviet Union—History—Revolution, 1917-1921—Participation, Foreign
Spain—History—Civil War, 1936-1939—Negroes	Spain—History—Civil War, 1936-1939—Afro-Americans Spain—History—Civil War, 1936-1939—Blacks
St. David's Day	Saint David's Day
Steam—Tables, calculations, etc.	Steam—Tables
Steel Strike, United States, 1919-1920	Steel Strike, U.S., 1919-1920 [May Subd Geog]
Street-railroads—Pensions	Street-railroads—Employees—Pensions [May Subd Geog]
Strikes and lockouts—Air lines	Strikes and lockouts—Airlines [May Subd Geog]
Strikes and lockouts—Air lines—Law and legislation	Strikes and lockouts—Airlines—Law and legislation [May Subd Geog]
Student counselors—Salaries, pensions, etc.	Student counselors—Pensions [May Subd Geog] Student counselors—Salaries, etc. [May Subd Geog]
Subcontracting—Price policy	Subcontracting—Prices [May Subd Geog]
Surveying—Tables, etc.	Surveying—Tables
Taiwan students in Japan, [etc.]	Taiwan students—[place]
Tanganyikan students in foreign countries	Tanzanian students—Foreign countries
Tanzanian students in foreign countries	Tanzanian students—Foreign countries
Temple of Edfu (Edfu, Egypt)	Temple of Horus (Idfū, Egypt) (A name heading)

Thai students in foreign countries	Thai students—Foreign countries
Thermodynamics—Tables, calculations, etc.	Thermodynamics—Tables
Thuringians in North America	Thuringians—North American
Tierra de Campos (Spain)	Tierra de Campos Region (Spain)
Tilos (Greece)	Telos Island (Greece)
Tin plate	Tinplate [ <i>May Subd Geog</i> ]
Tin plate—Detinning	Tinplate—Detinning
Tin plate—Welding	Tinplate—Welding
Tobeloese language	Tobeio language
Togolese students in foreign countries	Togolese students—Foreign countries
Tokyo Trial, 1946-1948	Tokyo Trial, Tokyo, Japan, 1946-1948
Torture Trial, Athens, 1975 (August-September)	Torture Trial, Athens, Greece, 1975 (August-September)
Trade-unions—Air line employees	Trade-unions—Airline employees [ <i>May Subd Geog</i> ]
Trade-unions—Screen writers	Trade-unions—Screenwriters [ <i>May Subd Geog</i> ]
Traverse-tables	Traverse tables
Trigonometry—Tables, etc.	Trigonometry—Tables
Tulp, Nicolaas, 1593-1674—Portraits, etc.	Tulp, Nicolaas, 1593-1674—Portraits
Tung language	Tung language
Turkish newspapers in foreign countries	Turkish newspapers—Foreign countries
Uigur fiction	Uighur fiction [ <i>May Subd Geog</i> ]
Uigur language	Uighur language [ <i>May Subd Geog</i> ]
Uigur literature	Uighur literature [ <i>May Subd Geog</i> ]
Uigur philology	Uighur philology [ <i>May Subd Geog</i> ]
Uigur poetry	Uighur poetry [ <i>May Subd Geog</i> ]
Uigurs	Uighurs [ <i>May Subd Geog</i> ]
Unitarian churches	Unitarian Universalist churches [ <i>May Subd Geog</i> ]
Unitarian churches—Clergy	Unitarian Universalist churches—Clergy

United Lutheran Church in America	United Lutheran Church in America (An identical name heading)
United States—Capital	United States—Capital and capitol (An existing heading)
United States—Diplomatic and consular service—Appointments, promotions, salaries, etc.	United States—Diplomatic and consular service—Promotions United States—Diplomatic and consular service—Salaries, etc. United States—Diplomatic and consular service—Selection and appointment
United States—Emigration and immigration—Medical inspection	Immigrants—Medical examinations—United States
United States—Foreign opinion	United States—Foreign public opinion
United States—Foreign opinion, British, [French, Italian, etc.]	United States—Foreign public opinion, British, [French, Italian, etc.]
United States—Foreign population	Aliens—United States Immigrants—United States
United States—Foreign population—Juvenile literature	Aliens—United States—Juvenile literature Immigrants—United States— Juvenile literature
United States—Foreign population—Law and legislation	Emigration and immigration law— United States (An existing heading)
United States. Congress— Salaries, pensions, etc.	United States. Congress— Pensions [May Subd Geog] United States. Congress— Salaries, etc. [May Subd Geog]
Verona Trial, 1943-1944	Verona Trial, Verona, Italy, 1943-1944
Villa of the Papyri (Italy)	Villa of the Papyri (Herculaneum)
Vitamin research	Vitamins—Research [May Subd Geog]
Vocational teachers—Salaries, pensions, etc.	Vocational teachers—Pensions [May Subd Geog] Vocational teachers—Salaries, etc. [May Subd Geog]
Wagner, Richard, 1813-1883— Parodies, travesties, etc.	Wagner, Richard, 1813-1863— Parodies, imitations, etc.
Washington (D.C.)—Blockade, 1861-1862	Washington (D.C.)—History— Blockade, 1861-1862
Westphalians in foreign countries	Westphalians—Foreign countries
Wlanc (The Anglo-Saxon word)	Wlanc (The Old English word)

Wood, Effect of radiation on	Wood—Effect of radiation on
Wood research	Wood—Research [ <i>May Subd Geog</i> ]
Woody plants—Seed	Woody plants—Seeds
World War, 1939-1945—War work— Young Men's Christian Associations	World War, 1939-1945—War work— Young Men's Christian associations
World War, 1939-1945—War work— Young Women's Christian Associations	World War, 1939-1945—War work— Young Women's Christian associations
Yarn—Tables, calculations, etc.	Yarn—Tables
Yellow Uigur language	Yellow Uighur language [ <i>May Subd Geog</i> ]
Yokohama Trials, 1945-1949	Yokohama Trials, Yokohama, Japan, 1945-1949
Young Men's Christian Associations	Young Men's Christian associations [ <i>May Subd Geog</i> ]
Young Men's Christian Associations—Finance	Young Men's Christian associations—Finance
Young Men's Christian Associations—Management	Young Men's Christian associations—Administration
Young Men's Christian Associations—Membership	Young Men's Christian associations—Membership
Young Women's Christian Associations	Young Women's Christian associations [ <i>May Subd Geog</i> ]
Young Women's Christian Associations—Biography	Young Women's Christian associations—Biography
Young Women's Christian Associations—Finance	Young Women's Christian associations—Finance
Zaire—Description and travel— 1951-	Zaire—Description and travel— 1951-1980 Zaire—Description and travel— 1981-

#### LCSH IN MICROFICHE: THE NEW LOOK

The December 1986 LCSH in microfiche displays a dramatic new appearance. Subscribers to the LCSH weekly lists have already been exposed to some of these modifications. This article describes these changes and their impact on card catalogs.

The need for improvements in LCSH displays became a focus in the American Library Association when its RTSD CCS Subject Analysis Committee created in 1981 an Ad Hoc Subcommittee on the Format of LCSH. This committee made a survey that showed that users would like the displays to be more understandable. The results of the survey were taken into account when planning the new format of the microfiche.

The new format was made possible because the microfiche publication is now a byproduct of the online system used to input and update authority records. The microfiche publication represents the

cumulation of all subject headings in verified status in the subject authority data base at the Library of Congress at the end of the current quarter. Each fiche publication displays in effect a new edition of *Library of Congress Subject Headings* (LCSH) and is, therefore, the most up-to-date version of LCSH available, except for the weekly tape distribution. Because the fiche is a byproduct of verified records in the online file, only complete authority records are displayed; transactions against records are no longer carried.

The example at the end shows the heading **Agricultural machinery** as it appeared in the 10th edition of LCSH and as it appears in the December 1986 microfiche. The new features are summarized as follows:

- 1) The page format has been replaced by a single column format.
- 2) The number preceded by **sh** appearing after each heading is the control number of the subject authority record. Subscribers to MARC tapes may use this number to consult the authority record for a specific heading. This number will appear in the microfiche version of LCSH, but not in the 11th edition of LCSH.
- 3) (**May Subd Geog**). This phrase replaces the former (Indirect) to indicate that a subject may be subdivided geographically. The changed phrase does not indicate that rules for subdivision by place have changed.
- 4) Class numbers appear on a line after the heading; multiple class numbers will appear on separate lines.
- 5) The order of display of the references has been revamped, with see also references (now narrower terms) printed last.
- 6) New codes have been used to show the cross reference structure.

USE = Use the heading referred to (formerly *see*)  
UF = Used For (formerly *x*)  
BT = Broader Term (formerly *xx*)  
RT = Related Term (formerly *xx* and *sa*)  
SA = See Also (used to introduce general *see also* references)  
NT = Narrower Term (formerly *sa*)

- 7) The notes of "Example under ..." and "Note under..." will no longer appear on the fiche or in LCSH, 11th ed., but do exist in the automated authority records.

The change in codes for cross references does not require users to alter the style of cross reference cards made for card catalogs. The **USE** and **UF** can be translated into "see" and "see from" respectively; the **NT** can be translated into "see also"; the **BT**, **RT**, and **SA** can be translated into "see also from".

The examples below should be compared carefully to determine the relationship between the old and new formats.

LCSH 10

**Agricultural machinery (Indirect) (S671-760)**

- sa Agricultural engineering
- Agricultural implements
- Farm equipment
- Machine-tractor stations
- ...
- subdivision Machinery under names of crops,  
e.g. Corn—Machinery
- x Agriculture—Equipment and supplies
- Crops—Machinery
- Farm machinery
- xx Farm equipment
- Farm supplies industry
- Implements, utensils, etc.
- Machine-tractor stations
- Tools

*Example under Machinery*

*LCSH in microfiche*

**Agricultural machinery (May Subd Geog) sh85-2360**  
[S671-760]

- UF Agriculture—Equipment and supplies
- Crops—Machinery
- Farm machinery
- BT Farm supplies industry
- Implements, utensils, etc.
- Tools
- RT Farm equipment
- Machine-tractor stations
- SA subdivision Machinery under names of crops,  
e.g. Corn--Machinery
- NT Agricultural engineering
- Agricultural implements
- ...

The December 1986 LCSH in microfiche replaces the 10th edition of LCSH, the 1985 supplement, and all weekly lists through 86/51. Some headings from lists 1, 2, and 3 of 1987 are also included on the fiche.

Questions about the data on the fiche should be directed to the Subject Cataloging Division, Library of Congress, Washington, D.C. 20540.

Subscriptions (for 1987: \$70.00 domestic, \$75.00 foreign) should be entered with the Customer Services Section, Cataloging Distribution Service, Library of Congress, Washington, D.C. 20541, (202) 287-6100.

**RESPONSE TO WEEKLY LIST QUESTIONNAIRE**

The Library plans to make numerous improvements to data in the subject authority database. Because these changes are more time-consuming and cumbersome if they must be printed on the weekly lists, the Library is interested in updating some aspects of subject authority records without recording all of these changes on the weekly lists. Therefore, a questionnaire was enclosed with the package of weekly lists 86/43-86/46 to solicit opinions about the importance of some of the information currently included in the lists. The results of the questionnaire and the revised policies recently implemented are described below.

Ninety responses were received. Only 13 respondents consistently checked the weekly lists against a catalog, authority file, or



database; most respondents only scanned for major new or changed subject headings. The need to have new headings printed on the list was universal; only one respondent did not need to see changed headings on the list. Response to the other questions varied widely and is presented in tabular form below. The numbers show the number of respondents who circled each category.

Item	Keep	Keep but could do without	Omit	Undecided
Changes in class numbers	15	33	34	7
Changes in scope notes	41	28	14	6
Addition, deletion, or change to [May Subd Geog]	32	36	16	5
Changes in UFs (formerly see references)	46	27	11	5
Changes in BTs or RTs (broader or related terms; formerly see also references)	20	34	33	7
Removal of a name heading from the subject authority file	29	18	34	8

In only one case did more than half the respondents agree on a needed element: the see reference. Class numbers, see also references, and the cancellation of name headings were felt to be relatively unimportant.

As a result of the responses and in an attempt to enhance the Library's ability to make needed improvements efficiently, the following decisions have been made:

- 1) New headings will continue to be printed on the list with full authority data.
- 2) However, a project to print previously-established headings for invertebrates formerly not printed in LCSH will be omitted from the list. Examples of the kinds of headings in this project appear on List 87/17 under the groupings for *Aphragmophora*, *Archiacanthocephala*, and *Beroe*. Similar headings will be omitted from the list in the future but will appear in the microfiche LCSH, on the weekly update tapes and in later editions of LCSH.
- 3) Cancellations of a heading with replacement by another will continue to be printed.
- 4) Some class number changes are being omitted from the list.
- 5) Deletion of some see also references from terms that continue to be valid may be omitted from the list. This will enable the Library to undertake projects to update the reference structure to conform with current rules for hierarchy.
- 6) The addition of some see also references will also be omitted, especially if the references are standard and predictable. For example, headings constructed with a legal qualifier, such as *Canon law*, *Jewish law*, and *Byzantine law*, will have a BT added for the established form of law, in these cases *Canon law*, *Jewish law*, and *Law, Byzantine*. List 87/20 shows examples of these additions; other such additions will not appear on the weekly lists.

7) Cosmetic changes to scope notes will be omitted, but substantive changes will continue to be included.

8) Other omissions may be made if the benefits in efficiency and speed outweigh the costs of putting them on the list.

It is important to note that all amendments to authority records will take place in the Library's online file. Therefore, all revised authority records are distributed in the weekly tape service and will appear in their newly approved form in subsequent editions of the microfiche and printed LCSH.

## CATALOGING DISTRIBUTION SERVICE

Beginning with fiscal year 1988 (October 1, 1987) the Cataloging Distribution Service (CDS) will change its fiscal procedures. At that time an automated system will be put into effect that will enable CDS to implement Library of Congress regulations that require that 1) all orders be on a pay-as-you-go basis and 2) payment be made in U.S. currency, UNESCO coupons, or international money orders.

There will be one exception to the new fiscal requirements: certain U.S. customers who are prohibited by state or local government regulation from paying before receiving an order will be allowed to purchase on credit if they supply CDS with a copy of the regulation prohibiting prepayment. However, a finance charge set annually by the U.S. Department of the Treasury will be made on invoices unpaid more than thirty (30) days after the billing date. The current rate of eight percent is effective through December 31, 1987.

Foreign customers who have outstanding balances after October 1 will also be charged the late payment fee. Foreign customers, however, will not be allowed to charge merchandise after October 1 and will be required to make payments in U.S. currency, UNESCO coupons, or international money orders. No payments that require funds to be converted to U.S. currency will be accepted.

CDS is encouraging all customers to establish deposit accounts. Maintaining a deposit account can speed processing and allow customers to order by telephone. In addition, it can eliminate the time and expense of writing frequent checks for small amounts. Orders with accompanying full payment will also be accepted.

Customer who have more than one CDS account or who have one account with multiple shipping addresses and who wish to consolidate these accounts are being requested to do so. The new automated system will enable the CDS billing office to provide transaction-by-transaction balances to customers with deposit accounts who would like to know their balances before placing orders.

Any questions about the changes in fiscal procedures should be directed to the Customer Services Section, Cataloging Distribution Service, Library of Congress, Washington, D.C. 20541, (202) 287-6100. The CDS staff is looking forward to streamlining procedures and providing up-to-the-minute information on deposit accounts using the new automated system.

## PUBLICATIONS

### CATALOGING SERVICE BULLETIN INDEX

A cumulated index to *Cataloging Service Bulletin*, no. 1-36 (Summer 1978-Spring 1987) is now available from Nancy B. Olson, 842 South Hunt, Lake Crystal, Minn. 56055 for \$15.00. Subscriptions or standing orders are accepted.

**SUBJECT CATALOGING MANUAL: SUBJECT HEADINGS, REV. ED., UPDATE NO. 1 (ERRATUM)**

The price of update no. 1 to *Subject Cataloging Manual: Subject Headings* was erroneously given as \$15.00 in *Cataloging Service Bulletin*, no. 36. The actual price of the update pages is \$20.00.

**CHINESE, JAPANESE, KOREAN CHARACTER SET**

*USMARC Character Set for Chinese, Japanese, and Korean* is now available. The Research Libraries Information Network (RLIN) East Asian Character Code (REACC) is the set of unique, three-byte hexadecimal codes used to represent and store in machine-readable form all the Chinese, Japanese, and Korean (CJK) characters used with the USMARC format. The document contains approximately 980 characters with their coding.

Through the cooperative cataloging project with RLIN for the bibliographic control of CJK material, a USMARC CJK database is being created and its CJK records are available through the CDS MARC distribution services of the Library of Congress. The character sets will enhance subscribers' ability to manipulate the CJK data.

*USMARC Character Set for Chinese, Japanese, and Korean* (ISBN 0-8444-0548-5) is a looseleaf publication issued in a three-ring binder that will be kept current with the issuance of new and replacement pages. The current version is dated November 13, 1986. Inquiries regarding the technical content of the publication should be addressed to the Network Development and MARC Standards Office, Processing Services, Library of Congress, Washington, D.C. 20540. The publication may be ordered from the Customer Services Section, Cataloging Distribution Service, Library of Congress, Washington, D.C. 20541, (202) 287-6100.

**CONSER EDITING GUIDE, UPDATE NO. 1**

An update to the *CONSER Editing Guide*, a looseleaf publication prepared by the Serial Record Division and distributed by the Cataloging Distribution Service last spring, is now available. Update no. 1 consists of corrections and additions to part II, which was distributed in the base text. Although part I was originally scheduled for publication as the first update, it will be issued as update no. 2 in late 1987.

The *CONSER Editing Guide*, including a three-ring binder and tabs for easy access, is \$30.00. Update no. 1 is available for \$15.00.

Inquiries and orders may be submitted to the Customer Services Section, Cataloging Distribution Service, Library of Congress, Washington, D.C. 20541, (202) 287-6100.

**SUBJECT CATALOGING MANUAL: SHEFLISTING**

*Subject Cataloging Manual: Shelflisting* provides a set of guidelines for shelflisting as applied in the Subject Cataloging Division of the Library of Congress. The manual, packaged in a three-ring binder, consists of looseleaf pages containing individual instruction sheets, each limited to a single topic. Many of the instruction sheets included in the manual describe practices of interest to all who use the Library of Congress Classification system and who wish to create call numbers according to LC policy. Other instruction sheets describe internal practices that may assist others in handling certain problem situations. Practicing catalogers or shelflisters wishing to assign a cutter number in the spirit of LC's

policies and practices will find the procedures presented here.

This work is a practical guide to the procedures to follow in many different shelving situations. An individual instruction sheet typically consists of lists of procedures to be followed when dealing with a particular situation or topic. The procedures may be preceded by introductory statements, including purpose and background material. The latter usually provides historical perspectives as well as theoretical considerations.

Statements of procedures are usually accompanied by examples of actual titles. The procedures are, however, not the definitive statement on how LC would currently shelve any particular work. In some cases when actual titles are used as illustrations, the forms of headings shown may not reflect accurately the forms that had been assigned when the item was originally cataloged and shelved.

The policies and procedures described in *Subject Cataloging Manual: Shelving* should be regarded as valid as of October 1986. If there is a conflict between any previously published statement released by the Library of Congress and statements in the manual, the manual should be considered the authoritative statement of current practice. However, any statements concerning shelving practice released by the Library after October 1986 take precedence over the manual.

All instruction sheets on shelving practice in effect at the time of publication were included. Significant changes to the manual will be published in this bulletin.

*Subject Cataloging Manual: Shelving* is priced at \$30.00 and is available from the Customer Services Section, Cataloging Distribution Service, Library of Congress, Washington, D.C. 20541, (202) 287-6100.

#### GEOGRAPHIC CUTTERS

*Geographic Cutters*, a 24X microfiche publication containing Cutter numbers for U.S. cities, counties, and regions, has recently been published. The Cutter system refines geographic classification so that material on even a small geographic area can be separately identified and easily located in a library's collection. Physical features, including cultural features such as historic buildings, and natural features such as rivers are also included. Catalogers can use the 32,000 Cutter numbers listed as an extension of the *Library of Congress Classification: Class G* to classify maps with greater consistency.

*Geographic Cutters* was prepared by the Geography and Maps Division with the aid of a resource person in each state. In MARC bibliographic records, the codes may be used in conjunction with tags 050 and 090 to classify maps; with tag 052 to code the geographic areas identified in the subject analysis of any form of materials; and tag 033 to indicate the location where a recording or interview took place.

*Geographic Cutters* offers an added advantage for librarians who use the geographic classification code index in the *NUC Cartographic Materials*. The index is arranged by geographic cutters; thus, looking up the Cutter number can provide a shortcut to using the index. In addition, libraries that use these Cutter numbers to produce bibliographic records will find that when they exchange records with other libraries, they will be able to retrieve easily their records as well as those of other sharing libraries.

*Geographic Cutters* is available for \$35.00 (domestic) and \$37.00 (foreign) from the Customer Services Section, Cataloging Distribution Service, Library of Congress, Washington, D.C. 20541, (202) 287-6100.

## ROMANIZATION

Below is a draft of rules for the division of romanized Thai into words. These are the rules that have been applied for some time in the Library's New Delhi Office, and they are now being applied also in Washington. The rules have been proven to be workable, but the Library is receptive to comments for consideration in preparing the final form.

### RULES FOR THE DIVISION OF ROMANIZED THAI INTO WORDS

1) In general Thai words formulated by romanization are made up of a single syllable ( คำ = kham, ไทย = Thai), and thus each syllable is considered a separate word, with a space between each. (Exceptions are covered by rules 2-5 below.) This is in contrast to many multisyllabic words that are foreign to Thai but that are found written in the Thai script. These multisyllabic foreign words are written with the space closed up between the syllables as appropriate. Prominent examples are words of Pali or Sanskrit origin, as well as some words that are Thai in origin but have been formed according to the grammar of Pali or Sanskrit.

#### *Examples of monosyllabic Thai words*

คำ = kham

ไทย = Thai

พูด = phūt

#### *Examples of multisyllabic Thai words formed according to the rules of other languages*

เมือง = mñāng

ภาษา = pnāsā

ปัญญา = panyā

#### *Examples of multisyllabic words of Pali or Sanskrit origin*

วัชรธรรม = watthanatham

มหาวิททยาลัย = mahāwitthayālai

กษัตริย์ = kasat

พลเมือง = phoniamñāng

การโรง = phānrōng

2) In contrast to the preceding statement that Thai words are monosyllabic, note that there are multisyllabic Thai words in which the first syllable is used as a prefix; write the prefix and the succeeding element as a single word.

#### a) Words with "kān" prefixed

การเดินทาง = kāndānthāng

การแปล = kānplāē

การต่างประเทศ = kāntāngprathēt

#### b) Words with "khwām" prefixed

ความจริง = khwāmching

ความหมาย = khwām māi

ความเห็น = khwām hēn

c) *Miscellaneous cases, with various words used as prefixes.*  
The most common are

พ่อ = phǒ	นาย = nāi
แม่ = māē	นาง = nāng
ลูก = lūk	ขอ = khǒ
พี่ = phī	คำ = kham
น้อง = nǒng	บท = bot
ปู่ = phū	เครื่อง = khruāng
นัก = nak	แผน = phāēn
คน = khon	ทอง = thǒng
ขาว = chāo	ชี้ = khī
เด็ก = dek	ใจ = chai
ขา = khā	ข้าง = chāng

Note that the listing of miscellaneous cases covers only the most common ones; other, less common cases may be handled in the same way.

บุญ = bun

3) *Compounds.* Write compounds as a single word.

a) *General.* Identifying a compound is largely a matter of knowledge of the language together with the use of good judgment. Note that compounds generally result in concepts to one degree or another different from the meaning of either of the component words when used alone.

ใกล้ชิด = klaichit	ค้นหา = khonhā
เขมงวัก = khēmngūat	ทกลอง = thotlǒng
ภายนอก = pñāinǒk	มองดู = mǒngdū
ชัดเจน = chatchēn	อกท่น = ōtthon
ชี้ควรว = chūakhrāo	กลางแจ้ง = klāngchǎlēng
กลาหายุ = klāhān	ครบถ้วน = khropthūan
เกี่ยวของ = kīeokhǒng	สุดท้าย = sutthāi
หมู่บ้าน = mūbān	ผลไม้ = phoniamai
รถไฟ = rotfai	เสียด่า = sūaphā
เงินเคียน = ngōiēndīan	ตนเอง = ton'ēng
จัดทำ = chattham	พูดคุย = phūtkhuy
รับใช้ = rapchai	ไปเยี่ยม = paiyīam

บอกรับ = bōkrap

ทิพนธ์ = tīphim

ทอสู = tōsū

จัทพนธ์ = chatphim

รบกวน = ropkūan

N.B. Do not consider as compounds repeated words sometimes referred to as "reduplicated compounds."

ท่าง ๆ = tāng tāng

ชา ๆ = chā chā

เรอ ๆ = reo reo

b) "Reduplicated doublets." When words are strung together for sound, write them as a single word.

เปลี่ยนแปลง = plīanplīeng

เรียบร้อย = rīaproi

อึกทึก = 'ukthuk

รอบคอบ = rōpkhōp

4) *Geographic names.* Divide geographic names into separate words according to the decisions of the U.S. Board on Geographic Names, as expressed in the *Gazetteer of Thailand*.

5) *Royal language (rāchāsap).* Write as a separate word any word found as an entry in either of the following dictionaries:

Rāchāsap chabap sombūn / Rāchamānop (Bangkok, 1965)

Rāchāsap chabap sombūn / Sangūan 'Ānkhong (Bangkok : Kāonā, 1964)

1. The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that this is essential for the proper management of the organization's finances and for ensuring compliance with applicable laws and regulations.

2. The second part of the document outlines the specific procedures that should be followed when recording transactions. This includes the requirement that all entries be supported by appropriate documentation, such as invoices, receipts, and contracts. It also stresses the need for regular reconciliation of accounts to identify and correct any discrepancies as soon as possible.

3. The third part of the document addresses the issue of internal controls. It states that a robust system of internal controls is necessary to prevent fraud, reduce the risk of errors, and ensure the integrity of the financial reporting process. Key elements of such a system include segregation of duties, authorization requirements, and regular audits.

4. The fourth part of the document discusses the role of technology in modern financial management. It notes that the use of accounting software and other digital tools can significantly improve the efficiency and accuracy of financial operations. However, it also cautions that these tools must be used responsibly and that data security remains a top priority.

5. Finally, the document concludes by reiterating the overall goal of financial transparency and accountability. It encourages all employees to take ownership of their financial responsibilities and to work together to ensure the long-term success and sustainability of the organization.