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GENERAL

HEADINGS FOR CERTAIN ENTITIES

Introduction

1) *Background.* Most headings fall into clearly defined categories and are established either by descriptive catalogers (personal names, corporate bodies, jurisdictions, uniform titles, named meetings) or by subject catalogers (topical subject headings, named objects such as names of automobiles, geographical features, etc.). There are, however, certain named entities that are problematic specifically because of the necessary distinction between corporate bodies on the one hand and non-corporate entities on the other. Confusion arises when this distinction cannot easily be made and results in questions of

a) whether a descriptive cataloger or a subject cataloger has the responsibility for establishing the entity;

b) how the headings should be tagged when they appear in authority or bibliographic records.

In an attempt to eliminate this confusion and to standardize the formulation and tagging of headings for the confusing entities, the Office for Descriptive Cataloging Policy (Desc Pol) and the Office of the Principal Subject Cataloger (OPC), working under the aegis of the Director for Cataloging, have developed guidelines in this area with respect to

the responsibility for establishing the headings;
the conventions to be used in formulating the headings;
the tags to be used for content designation; and
the file in which the authority records for them will

reside

2) *Integrated authority file.* In early 1986, the subject authority became available for online input, update, and searching. Although currently the subject authority file is separate from the name authority file, it is intended that eventually the two files will be integrated, and there will be a single authority file comprising records for names, series, and subjects. Anticipation of that goal has influenced some of the guidelines reflected herein.

3) *General guidelines*

a) These guidelines relate primarily to the family of problem cases, not to the ones that are clear-cut. For example, the tagging decisions appended include some entities that are within the concept "corporate body" but are also judged to exemplify the concept of "geographic" and therefore are tagged 151. Note that names of "ranches" are in this category and are so tagged. If, however, an obvious corporate body ("obvious" from its name) happens to have a "ranch" name (e.g. "Xavier Ranch Corporation"), it is tagged 110. This is a general point, not limited to ranches.

b) The provisions herein refer to "need" or "use" by a descriptive (main or added entry headings and cross references traced on name and series authority records) or subject cataloger (subject entries and cross references traced on subject authority records).

c) When using an existing heading in an access point on a new record, adjust the tagging on existing authority and bibliographic records to reflect current policy.

d) When changing the form of an existing heading, adjust the

tagging on existing authority and bibliographic records to reflect current policy. (Note that a qualifier may need to be added, or the type of qualifier may need to be changed.)

e) *Canada*. Follow normal routines for verification with the National Library of Canada (NLC) and then apply the directions herein. (Note that this applies to main and added entries used in descriptive cataloging only.)

4) *Specific procedures*. Headings have been divided into three groups, and special instructions for each of these groups follow. Lists of the three groups of headings are given at the end of these instructions. The lists are updated as the need arises.

Group 1: Headings Always Established by Descriptive Catalogers; authority record always resides in the name authority file

1) *Implementation*. Establish the headings according to the usual descriptive cataloging rules and procedures. If a subject cataloger needs a heading in this category, the descriptive cataloger establishes it, and the authority record is added to the name authority file.

2) *Airports*. Establish the heading for an airport according to the provisions for establishing a city or town (chapter 23 of AACR 2). Disregard the fact that the airport may be located within a city or town, i.e., do not treat the airport as a place within a city. If the airport and the city with which it is associated are in different larger jurisdictions, add the jurisdiction in which the airport is located.

San Francisco International Airport (Calif.)
Logan International Airport (Mass.)
Jan Smuts Airport (South Africa)
Greater Cincinnati International Airport (Ky.)

3) *Arboretums, botanical gardens, collective settlements, communes, conservation districts, sanitation districts, zoological gardens*. Although these group 1 entities are tagged as geographic headings (151), establish the headings for them according to chapter 24 of AACR 2.

State Arboretum of Utah
Missouri Botanical Garden
Amana Society
Santa Cruz County Sanitation District

4) *Named buildings/museums*. If a heading is needed for an entity in the category of a named building/museum, judge whether the entity is a museum or not. If it is a museum, treat it as a group 1 heading and establish it accordingly; if not, treat it as a group 2 heading and establish it as directed in the guidelines for group 2 headings.

5) *Plans, programs, and projects*. Do not consider that headings for entities with these words in their names need the addition of a qualifier that conveys the idea of a corporate body (cf. 24.4B).

6) *Railroads*. Railroads are now treated only as group 1 headings. This means that headings for railroads are established in accord with general principles for corporate name headings (AACR 2 chapter 24). During the period 1984-1985, railroad headings were established according to the conventions of the Subject Cataloging Division. Generally, a railroad heading represented by an AACR 2 name authority record should be accepted unless the item being cataloged shows another form and is the railroad's own publication; then the existing heading needs to be re-evaluated. At one time, railroads were represented by two separate headings, one for the company, which was

tagged as a corporate heading, and another for the line, which was tagged as a topical subject heading. In order to locate all existing bibliographic records for a railroad when a name authority record for it needs to be created or coded for AACR 2, it is necessary to search for the name both as a corporate body and as a topical subject heading.

Group 2: Headings Always Established by Subject Catalogers; the authority record resides either in the either the subject or the name authority file

1) *Characteristics.* The headings in this group reside in the subject authority file whenever they are established and used only for subject purposes. Those that are tagged 110, 111, and some tagged 151 are also candidates for descriptive cataloging use as the need arises. These headings then reside in the name authority file whenever they are established by the subject cataloger for a descriptive cataloger having a need for one as a descriptive cataloging access point, or whenever they are used by the descriptive cataloger for such a purpose after being established only for subject purposes. When these headings are established, they are established according to AACR 2, but also reflect subject cataloging policy, the most noteworthy aspects being the following:

a) the reference structure reflects subject cataloging practice; linking references to old catalog headings are not used except for records residing on the name authority file and if supplied to the Subject Cataloging Division at the time the heading is requested to be established for descriptive cataloging use (at the point group 2 headings go into the name authority file, they must also carry the descriptive cataloging reference structure);

b) most of the heading will contain a local place-name qualifier;

c) some of the headings for athletic contests, races, etc. (tagged 150), will contain additions to the heading that are preceded by a comma instead of being enclosed within parentheses;

d) records residing on the name authority file will also contain a 667 field with the notation "Subj Cat Manual/AACR 2"; this notation is intended to characterize the record and to provide a quick and easy means of indicating that maintenance of the record is the responsibility of the Subject Cataloging Division. Descriptive catalogers should then suggest changes to that division, rather than initiating the changes themselves.

2) *Use of these headings by descriptive catalogers*

a) If the heading is not represented in the name authority file, the descriptive cataloger requests the Subject Cataloging Division to establish it and supplies an old catalog heading if one exists.

b) if the heading is represented in the name authority file and coded AACR 2, the descriptive cataloger uses that form regardless of whether it conforms to the characteristics described above, but barring any change to the heading that might be stimulated by the item being cataloged; if the item being cataloged stimulates a need to change the heading, the descriptive cataloger refers it to the Subject Cataloging Division for evaluation and related actions (as above under a).

c) If the heading is represented in the name authority file but not coded for AACR 2, the descriptive cataloger refers it to the Subject Cataloging Division for evaluation and possible change and related actions (as above under a).

Group 3: *Headings That May Be Established Either by Descriptive or Subject Catalogers, Depending Upon Who First Needs Them*; the authority record may reside either in the name or subject authority file.

1) *Characteristics.* The headings in this group are candidates for descriptive or subject cataloging use as the need arises. Normally they reside in the subject authority file, but if one of these is subsequently needed for descriptive cataloging purposes, it is moved to the name authority file. When these headings are established, they are established according to AACR 2 and the provisions below. The descriptive cataloger should not attempt to anticipate the need for headings in this group by the Subject Cataloging Division. Records prepared by that division but residing in the name authority file reflect not only the subject reference structure but also that of descriptive cataloging. Headings established by descriptive catalogers reflect the guidelines given below.

2) *Implementation by descriptive catalogers*

a) If the heading is not represented in the name authority file, check also the bibliographic files of the machine catalog for a possible use of some form of the heading. Establish the heading, proceeding normally except as follows: if subject entries are found, send the item being cataloged to the Subject Cataloging Division calling attention to this fact. (Any existing subject authority will be deleted from the subject authority file.) On the return of the material, initiate any necessary corrections to records in the bibliographic files (including the subject entries).

b) If the heading is represented in the name authority file is coded for AACR 2 and tagged in accordance with current policy, use the established form. However, if the item being cataloged stimulates a need to change the heading or the tagging, judge the matter in the light of AACR 2 and these guidelines in all aspects and make changes accordingly; in addition, initiate changes to records in the bibliographic files of the machine catalog.

c) If the heading is represented in the name authority file, but not coded for AACR 2, check also the bibliographic files of the machine catalog. Evaluate the heading in the light of AACR 2 and these guidelines. If the heading that results is exactly like the heading already used, proceed normally with its coding. If necessary, adjust the tagging on existing authority and bibliographic records to conform to current policy. If the heading is different and there are subject entries under the other form, send the item being cataloged to the Subject Cataloging Division requesting it to note the difference. On the return of the material, initiate changes to records in the bibliographic files (including the subject entries).

3) *Guidelines to be followed by descriptive catalogers in creating the headings*

a) *General.* City sections are established according to AACR 2, rule 23.4G. Forts that are military installations are established according to LCRI 23.2A. The other group 3 entities are established according to chapter 24 of AACR 2 although they are tagged as geographic headings (151). Also, the headings for these group 3 entities follow subject cataloging policy on qualifiers even if the heading is first established by a descriptive cataloger.

b) *Qualifiers.* The subject cataloging policy on group 3 entities established according to chapter 24 of AACR 2 requires adding a qualifier to each heading regardless of whether descriptive cataloging policy would require one. The qualifier is place or jurisdiction and is added without regard for any redundancy within the name established.

If the entity is located in a city or town, add the name of the city or town.

New Brunswick Country Club (New Brunswick, N.J.)
Longfellow National Historical Park (Cambridge,
Mass.)

If the entity is not located in a city or town, add the name of the appropriate larger jurisdiction: the name of the state, province, or territory for entities in Australia, Canada, and the United States; the name of the county, region, or islands area for entities in England, Scotland, Wales, and the Republic of Ireland; the name of the constituent state for entities in Malaysia, the Soviet Union, and Yugoslavia; the name of an island for entities located on islands. Add the name of the country for entities located elsewhere.

Scotch Road Cemetery (Québec)
Hawaii Volcanoes National Park (Hawaii)

If the entity is located in two larger jurisdictions, add both. Link the two names with "and." As a general rule, put the jurisdictions in alphabetical order. However, if the entity is located primarily in one of the two, put that jurisdiction first.

Great Smoky Mountains National Park (N.C. and
Tenn.)

If the entity is located in three or more larger jurisdictions, do not add a qualifier.

Yellowstone National Park

c) *Concentration camps.* The headings for a concentration camp should include as part of the qualifier the phrase "concentration camp," unless the name already conveys this meaning (in any language).

_____ (Geographic name :
Concentration camp)

Group 1 Headings

(Named entities always established by descriptive catalogers
and residing in the name authority file)

Category	MARC tag
Abbeys	110
Academies	110
Airports	151
Almshouses	110
Arborteums	151
Artificial satellites	110
Asylums (Charitable institutions)	110
Banks	110
Bars	110
Boards of trade (Chambers of commerce)	110
Botanical gardens	151
Broadcasting stations	110
Cathedrals	110
Churches (in use or ruins)	110
Collective settlements	151
Colleges	110

Communes	151
Computer programs	130 ¹
Concert Halls	110
Conservation districts	151
Convents	110
Correctional institutions	110
Crematories	110
Dance Halls	110
Denominations, Religious (individual)	110
Dispensaries	110
Ecclesiastical entities that are also names of places, e.g., Basel (Switzerland : Ecclesiastical principality)	110
Educational institutions	110
Embassies	110
Exhibitions	111
Expeditions, Scientific	111
Experiment stations	110
Expositions	111
Factories	110
Fairs	111
Festivals (formally organized)	111
Funeral homes, mortuaries	110
Galleries	110
Halfway houses	110
Hospitals	110
Hotels	110
Jurisdictions, Ancient (other than cities)	151
Laboratories	110
Libraries	110
Markets	110
Monasteries	110
Morgues	110
Motels	110
Motion pictures	130
Museums	110
Night clubs	110
Nursing homes	110
Observatories	110
Old age homes	110
Opera houses	110
Orphanages	110
Plans (Programs)	110
Poorhouses	110
Port authorities	110
Prisons	110
Projects	110
Radio programs	130
Railroads	110
Restaurants	110
Sanitariums	110
Sanitation districts	151
School districts	110
Schools	110
Service stations	110
Shipyards	110
Shows (Exhibitions)	111
Software, Computer	130 ¹
Stock exchanges	110

¹Although headings in this category are generally established under title and tagged 130, those that are established under personal or corporate names are tagged 100 or 110 respectively.

Stores, Retail	110
Studies (Research projects)	110
Television programs	130
Temples (in use; excludes temples in ruins)	110
Theatre companies	110
Tribes (as legal entities only)	110
Undertakers	110
Universities	110
Zoological gardens	151

Group 2 Headings

*(Named entities always established by subject catalogers
and residing in either the name or subject authority file)*

<i>Category</i>	<i>MARC tag</i>
Airplanes, Named	110
Apartment houses	110
Armories	110
Artists' groups	150
Athletic contests	150
Auditoriums	110
Baths, Ancient	150
Bridges	151
Buildings, Private	110
Buildings occupied by corporate bodies	110
Bus terminals	150
Camps	151
Canals	151
Capitols	110
Castles	110
Cities, Ancient (pre-1500)	151
City halls	110
Civic centers	110
Clans	100
Club houses	110
Coliseums	110
Collections, Public or Private	110
Community centers	110
Competitions	150
Computer languages	150
Computer systems	150
Contests	150
Convention centers	110
Court houses	150
Custom houses	150
Docks	151
Dwellings	110
Estates	151
Events	150
Exhibition buildings	110
Expeditions, Military	150
Families	100
Farms	151
Feasts	150
Ferry buildings	150
Festivals, Folk	150
Festivals and celebrations (not formally organized)	150
Fire stations	150

Folk festivals and celebrations	150
Forests ²	151
Games (Events) ³	150
Gardens	151
Grain elevators	150
Gymnasiums	110
Highways	151
Historic sites ²	151
Immigration stations	150
Islands, Nonjurisdictional	151
Land grants	151
Manors	110
Mansions	110
Market buildings	110
Mine buildings	110
Mines	151
Mints	110
Monuments (Structures, statues, etc.) ²	150
Music halls	110
Office buildings	110
Official residences	110
Palaces	110
Parks ²	151
Playgrounds	151
Plazas (Open spaces, squares, etc.)	151
Police stations	150
Ports (Physical facilities)	151
Post offices	151
Power plants	110
Presidential mansions	110
Public comfort stations	150
Races (Contests)	150
Railway stations	150
Ranches	151
Recreation areas ²	151
Reservations, Indian	151
Reserves (Parks, forests, etc.) ²	151
Resorts	110
Roads	151
Rooms	150
Schools of artists	150
Shopping centers	110
Shrines (not churches)	150
Spas	110
Sport arenas	110
Sport events	150
Stadiums	110
Streets	151
Structures (non-geographic, e.g., towers)	150
Temples (in ruins)	110
Terminal buildings	150

²Entities of the U.S. National Park Service, Forest Service, and Fish and Wildlife Service fall under group 3.

³Although headings for games are normally established by subject catalogers and tagged 150, the name heading *Olympic Games* and headings for individual Olympic games are established in the name authority file and tagged 111. Headings for individual Olympic games are valid for use as subject headings, but the heading *Olympic Games* is not. Works about the Olympic games in general are entered under the subject heading *Olympics*.

Theater buildings	150
Tombs	150
Trails ²	151
Tribes (Ethnic groups)	150
Tunnels	151
Villas	110
Waterways ²	151

Group 3 Headings

(Named entities established by either
descriptive or subject catalogers
and residing in either the name or subject authority file)

Category	MARC tag
Cemeteries	151
City sections	151
Concentration camps	151
Country clubs	151
Fortresses (Structures)	151
Fort (Military installations)	151
U.S. National Park Service, U.S. Forest Service, and U.S. Fish and Wildlife Service units named after a park, forest, etc.	151

HEBREW ONLINE

The Library of Congress is working on a project to automate the cataloging of Hebraica monographs using the Research Libraries Group's RLIN system. This project is being called "Hebrew Online" at the Library of Congress.

New enhancements to the RLIN system will permit the input of both Hebrew vernacular characters and their corresponding romanized equivalents into the same online cataloging record. The Research Libraries Group and the Library of Congress have been cooperating on a similar program for the Chinese, Japanese, and Korean (CJK) languages since 1983. The very successful CJK program will provide a model for the automation of vernacular cataloging of Hebraica.

Scope

At its inception the Hebrew online project will encompass all cataloging for monographs that meet the Library's criteria for the creation of a Hebrew vernacular cataloging record (i.e., two or more of the following AACR 2 areas must be in the Hebraic alphabet: title and statement of responsibility area; edition area; publication, distribution, etc., area; series area). Monographs in both Hebrew and Yiddish will be included. Serials and other formats will be out of scope for the project initially.

Character Set

The Library of Congress will continue to use the same basic Hebrew character set it has used for the past forty-odd years. Although present in the RLIN Hebrew character set, neither the *nekudot* (points) nor digraphs (appearing in Yiddish) will be used by LC. Thus, for example, "tsvey vovn" (a digraph in Yiddish representing two vavs) will be keyed by LC as two separate iterations of the letter "vav". If these characters are encountered in records already input into the RLIN database by other users when using such records, the Library of Congress will delete the *nekudot*, and the digraphs will be

changed to distinct iterations of single letters, as appropriate.

Romanization

After a great deal of consultation and careful reconsideration, the Library of Congress has decided to continue using the current ALA/LC romanization table for Hebrew. This is the only table for Hebrew romanization that the Library of Congress will recognize as standard for purposes of cataloging. Further, the Library of Congress advises against the use of any other table for converting Hebraic characters to roman characters. This is in order to promote cooperative programs in the areas of shared cataloging, resource development, preservation, and interlibrary loan, all of which depend upon common romanization policies among the participants to function effectively.

Hebraica Cataloging

Concurrently with Hebrew online, the Library of Congress's Cataloging Distribution Service is issuing a new manual on Hebraica romanization and cataloging entitled *Hebraica Cataloging : a Guide to ALA/LC Romanization and Descriptive Cataloging*. The manual addresses in detail most of the areas of difficulty in romanizing and cataloging Hebraica. It is hoped that this manual will provide for a greater degree of uniformity among the various cataloging agencies wishing to create national-level bibliographic records for Hebraica. *Hebraica Cataloging* is available for \$15 from the Customer Services Section, Cataloging Distribution Service, Library of Congress, Washington, D.C. 20541, (202) 287-6100.

Record Distribution

The cataloging records created in the Hebrew online project will be distributed in several ways by the Cataloging Distribution Service. USMARC records, containing both vernacular and roman data, will be available on a regular subscription basis. The romanized portion of the records created in the project will be included in the *National Union Catalog*. Catalog cards will continue to be provided.

Schedule

The Library of Congress is working now on the internal policies and procedures that will be needed to implement Hebrew online. Policies for the provision of vernacular data will generally correspond to those policies already established for the CJK program. The Library plans to begin using the test version of the new RLIN Hebrew system in November and to switch to the production version of the new system when it becomes available (currently scheduled for January 1988).

MARGINAL NOTATIONS

In *Cataloging Service Bulletin*, no. 36 (Spring 1987) the marginal lines indicating changes from earlier versions of the *Library of Congress Rule Interpretations* were erroneously masked out during the printing process. The Library regrets the error.

DESCRIPTIVE CATALOGING

LIBRARY OF CONGRESS RULE INTERPRETATIONS (LCRI)

Cumulative index of LCRI that have appeared in issues of *Cataloging Service Bulletin*.

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7.4F3	33	38
7.5B2	33	38
7.7B2	32	14
7.7B4	13	16
7.7B6	22	21

7.7B7	15	6
7.7B9	13	16
7.7B16	13	15
7.8	13	15
8.0A	33	38
8.1F1	36	12
8.2A2	33	38
8.2B4	34	26
8.4A2	33	38
8.4A3	33	39
8.4C	13	16
8.4C1	33	39
8.4C2	33	39
8.4D1	33	39
8.4D2	33	39
8.4F1	33	39
8.4F2	15	6
8.5B1	33	40
8.5B2	33	40
8.5C13	33	41
8.5E1	33	41
8.7B4	13	16
8.7B6	22	21
8.7B7	15	6
8.7B8	18	27
8.7B9	13	16
8.7B12	18	27
8.7B16	13	15
8.7B18	13	17
8.7B22	18	27
8.8	13	15
9.2B5	34	26
9.4D1	25	49
9.4E1	25	49
9.4F1	25	49
9.5B1	25	49
9.6B1	25	50
9.7B4	25	50
9.7B20	25	50
10.0A	33	41
10.2B4	34	27
10.4G2	32	15
10.5B1	33	42
11.0A	14	56
11.0B1	18	27
11.2B4	34	27
11.4F1	33	42
11.4F2	33	42
11.5D3	33	42
11.5D4	33	42
11.7B	18	27
11.7B12	18	28
11.7B22	18	28
12.0	32	15
12.0A	32	17
12.0B1	38	32
12.1B1	15	7
12.1B2	31	25
12.1B3	20	10
12.1B6	28	12
12.1E1	32	21
12.1F1	11	17

12.1F3	23	19
12.3B1	23	19
12.3C1	23	20
12.3C4	23	20
12.3E	23	20
12.3G	26	12
12.6B1	32	22
12.7B	27	19
12.7B1	21	16
12.7B5	26	12
12.7B7a	28	12
12.7B7h	28	13
12.7B7k	33	43
12.7B8	32	22
12.7B9	15	7
12.7B12	18	29
12.7B17	21	16
12.7B22	18	29
13.2	21	16
13.5B	11	17
13.6	11	17
21.0B	12	21
21.0D	18	29
21.1A1	25	51
21.1A2	15	8
21.1B1	22	21
21.1B2	25	51
21.1B3	14	22
21.1B4	15	9
21.1C	18	34
21.2A	37	34
21.3B	25	57
21.4B	18	36
21.6C1	37	35
21.7B	28	13
21.7C	28	15
21.11B	23	21
21.17B	28	16
21.23A	25	57
21.23B	25	57
21.23C	38	36
21.23D	36	18
21.28B	33	44
21.29	12, 13	24, 24
21.29D	35	13
21.30	13	24
21.30E	13	26
21.30F	14	23
21.30G	28	16
21.30H	28	17
21.30J	35	15
21.30L	32	22
21.30M	20	12
21.31B	31	26
21.31B1	34	31
21.31C	31	26
21.32A	34	31
21.36C8	22	26
21.38	14	26
21.39	23	31
22.1	18	49
22.1A	25	62
22.1B	34	33
22.2	18	52

22.2A	14	30
22.2C	29	15
22.3A	37	11
22.3B1	11	22
22.3C	31	26
22.3D	26	16
22.5A	36	20
22.5C2	22	29
22.5C4	11	24
22.5D	23	31
22.5D1	31	28
22.5F	25	64
22.6	34	36
22.8	13	29
22.8A	15	17
22.8B	11	25
22.8D	25	64
22.10	38	39
22.11A	32	25
22.11B	32	26
22.11D	11	25
22.12B	18	55
22.13B	11	25
22.14	11	26
22.15A	22	30
22.15B	18	55
22.16A	37	12
22.17A1	25	65
22.17A2	25	66
22.17A4	31	28
22.17A6	25	66
22.17C	25	66
22.17D	11	27
22.18	37	14
22.18-22.20	37	15
22.22	15	18
22.26B	33	46
22.26C2	18	59
22.26C3	33	46
22.26G	33	47
22.27A	18	60
22.27B	18	60
22.27C	18	60
22.27D	18	60
23.2A	30	10
23.4B	29	16
23.4D1	29	17
23.4D3	25	67
23.4F	14	43
23.4G	34	38
23.4H	18	65
23.4J	14	43
24.1	30	14
24.1A	11	34
24.2	13	34
24.2B	21	28
24.2C	13	34
24.2D	18	68
24.3A	26	17
24.3E	17	19
24.3G	21	28
24.4B	34	39
24.4C	36	21
24.4C3	36	23
24.4C6	15	24

24.4C7	36	23
24.4C8	36	24
24.4C9	11	37
24.5A	11	37
24.5C1	34	41
24.6	29	18
24.7B	21	29
24.9	27	30
24.10B	36	25
24.12	11	39
24.13	16	45
24.13, Type 2	20	21
24.13, Type 3	25	67
24.13, Type 4	15	26
24.13, Type 5	32	31
24.14	18	76
24.15A	38	40
24.15B	16	46
24.17	28	18
24.18	17	22
24.18, Type 2	20	22
24.18, Type 3	25	68
24.18, Type 4	14	48
24.18, Type 5	28	19
24.18, Type 10	18	76
24.19	18	76
24.20B	13	42
24.20E	11	44
24.21B	18	78
24.21C	16	48
24.21D	16	48
24.23	17	25
24.24A	24	21
24.26	11	44
24.27C	13	43
24.27C3	13	43
25.1	22	33
25.2	24	23
25.2A	27	31
25.3A	35	25
25.3B	13 (2)	44
25.4A	35	25
25.5B	38	41
25.5D	38	48
25.5E	11	49
25.6A	11	49
25.6A2	13	44
25.7	11	50
25.8	22	34
25.8-25.11	36	33
25.9	22	35
25.10	30	20
25.13	28	19
25.14	14	54
25.15A1	36	34
25.15A2	11	52
25.18A	23	45
25.19	11	52
25.23A	11	52
25.27B	14	54
25.29A2	33	47
25.29A3	33	47
25.29C	33	47
25.29D	20	33
25.29D4	25	77
25.29E	18	80

25.29G	37	17
25.29H3	33	48
25.29J	33	48
25.30	14	55
25.31A1	11	53
25.32A1	33	48
25.32A2	33	50
25.32B1	33	50
25.32C	33	51
25.35	13	48
25.35-25.36	34	41
25.36	20	34
25.36A	33	51
25.36B	14	56
25.36C	20	35
26	37	18
26.0	32	47
26.2	37	23
26.2B2	15	30
26.2B4	15	30
26.2C	28	20
26.2D	30	22
26.2D2	30	22
26.3	32	53
26.3A3	27	38
26.3A4	12	38
26.3A6	21	45
26.3A7	36	38
26.3B-C	27	41
26.4A	12	48
26.4A3	33	51
26.4C2	12	48
26.5	12	48
A.2A	16	50
A.4A	31	35
A.7A	18	85
A.15A	21	58
A.20	24	23
A.31	17	28
A.33	37	26
A.34	17	28
A.45A	25	78
A.45B	25	78
A.53	26	18
A.54	26	19
B.4	13	72
B.9	32	57
B.14	13	72
B.15	25	78
C.0	18	87
C.4C	20	35
C.6	13	72
C.7B	33	52
D, "Braille"	33	52
D, "Close score"	25	79
D, "Collection"	14	56
D, "Colophon"	13	72
D, "Condensed score"	25	79
D, "Edition"	33	52
D, "Musical presentation		

statement"	25	79
D, "Personal author"	25	80
D, "Piano [violin, etc.] conductor part"	33	52
D, "Plate number"	33	52
D, "Preliminaries"	16	51
D, "Publisher's number"	33	53
D, "Running title"	18	88
D, "Text (large print)"	33	53
D, "Text (tactile)"	33	53
D, "Uniform title"	18	88

1.OE. Language and script of the description. [Rev.]

Rule Change

The Joint Steering Committee for Revision of AACR has approved the addition of the following as the second paragraph in rule 1.OE in the printed text of AACR 2:

For details given in area 3 (material, or type of publication, specific details), follow the instructions in the relevant rules of the following chapters.

Pre-Modern Forms of Letters

In general, transcribe letters as they appear in the source. However, convert earlier forms of letters and earlier forms of diacritical marks into their modern form, as specified herein. Separate ligatures that are occasional stylistic usages (*Œdipus*, *alumnæ*, etc.) rather than standard usages in the modern orthography of the language, e.g., *Œ* in French (as in *Œuvre*) or *æ* in Danish (as in *sæertryk*). If there is any doubt as to the correct conversion of elements to modern forms, transcribe them from the source as exactly as possible. (See also the section on *Special Letters, Diacritical Marks, and Punctuation Marks*.)

The following represent a special case: u/v, uu or vv/w. When these letters are used in Latin and some other languages without regard to their vocalic or consonantal value, so that "u" is used for a "v," etc., the transcription should be regularized. This means that for the bibliographic description of items published after 1800,

- 1) use v for consonants, e.g., vox, Victoria;
- 2) use u for vowels, e.g., uva, Ursa Major;
- 3) use w for consonantal uu or vv, e.g., Windelia.

Follow this guide also for publications of any date when the case is not one of bibliographic description, e.g., headings or citations from reference works.

The letters i/j should be handled differently. For the bibliographic descriptions of items published after 1800, transcribe "i" and "j" as they appear; do not attempt any regularization. Follow this stipulation also for uniform titles for series. For any other case of headings, citations from reference sources, etc.,

- 1) use j for consonants, e.g., jus, Julius;
- 2) use i for vowels, e.g., iter, Ilias.

N.B. For the transcription of any of these letters in bibliographic description for pre-1801 publications, apply *Bibliographic Description of Rare Books* (BDRB). For the use of uniform titles, so that BDRB titles file properly (i.e., together with the titles of post-1800 publications), see LCRI 25.2A.

Matter That Cannot Be Reproduced by the Typographical Facilities Available

The rule, in effect, requires as much fidelity to the source as the capacity for printing, typewriting, database-inputting, etc., within the cataloging agency will allow. It recommends a "cataloguer's description in square brackets" for any "matter that cannot be reproduced by the typographical facilities available." Generally, this is a practicable solution, but there are special instances in which doing other than describing the matter is

appropriate. The main purposes of these instructions are to categorize all the methods to be employed, including a "cataloguer's descriptions" and to give specific directions for each in terms of the particular character set phenomenon encountered.

In the context of machine-readable catalog records note that as used in 1.OE and in the preceding paragraph, "typographical facilities available" means the totality of characters that can be represented in machine-readable form and displayed/printed (known as the "MARC character set"; referred to hereafter as the "character set"). Conventions appropriate to particular character set situations have been developed as follows:

- Super/subscript characters
- Greek letters
- Special marks of contraction (e.g., older printed Latin)
- Special letters, diacritical marks, punctuation marks
- Signs and symbols

Apply the appropriate conventions described in the following sections. As judged appropriate, use notes to explain and added entries to provide additional access. In the special provisions that follow, notes are suggested as possible models for form, not to require the use of the note.

Super/Subscript Characters

If the super/subscript placement of a character is not essential to avoid serious distortion or loss of intelligibility (e.g., n° , 2^e , M^a), record the super/subscript character on the line in the regular manner (e.g., no., 2e). If a period is associated with the super/subscript letter (e.g., M^a) and the characters are the abbreviation of a single word, record the period as the last element (e.g., Ma). In case of serious distortion or loss of intelligibility, record the character in super/subscript position for all such characters available in the character set, namely, Arabic numerals (0-9), the minus sign (-), parentheses (), and the plus sign (+). In all other cases use the double underscore convention described in the section on *Special Letters, Diacritical Marks, and Punctuation Marks*. Give the letter being represented in upper or lower case according to the source.

chief source: The Severus scroll and 1QIs^a
transcription: The Severus scroll and the 1QIs_a
(Suggested note: On t.p. "a" is superscript.)

chief source: Separation of $^{59}\text{Fe}^{\text{III}}$ and $^{59}\text{Fe}^{\text{II}}$ in neutron ...
transcription: Separation of $^{59}\text{Fe}^{\text{III}}$ and $^{59}\text{Fe}^{\text{II}}$ in neutron ...
(Suggested note: On t.p. "III" and "II" are superscript.)

chief source: Estimating $L_x(1)$
transcription: Estimating $L_{\underline{x}}(1)$
(Suggested note: On t.p. "x" is subscript.)

chief source: ENDOR hyperfine constants of V_k -type centers
transcription: ENDOR hyperfine constants of $V_{\underline{k}}$ -type centers
(Suggested note: On t.p. "k" is subscript.)

chief source: The structure of $1f\ 7/2$ nuclei
transcription: The structure of $1f\ \underline{7/2}$
nuclei
(Suggested note: On t.p. "7" is
subscript.)

Greek Letters

Romanize all occurrences of Greek letters regardless of the typographical facilities available (the intent is to assist filing (by persons or machines) and searching (machine) although there are characters for alpha, beta, and gamma in the character set) and although certain Greek capital letters are identical to their roman equivalents. If the context shows that a Greek letter or letters is used to represent a letter in the International Phonetic Alphabet, however, see the section on *Special Letters, Diacritical Marks, and Punctuation Marks*.

If the letter appears separately, give the name of the letter in the language of the context (if unknown in the language of the context, use English) enclosed within brackets. For searching purposes, insure that the bracketed interpolation is not connected with other letters. Thus, if no space appears in the source on either side of the Greek letter, put a space on either side of the bracketed interpolation, except when this interpolation is already distinct from adjacent letters by the presence of characters that serve as separators. *N.B.* This provision is necessary, because brackets do not serve as separators for searching purposes.⁴

chief source: α -, β -, and γ -spectroscopy
transcription: [Alpha]-, [beta]-, and
[gamma]-spectroscopy
(A hyphen is a separator)

chief source: Poly- α -amino acids ...
transcription: Poly-[alpha]-amino acids ...

chief source: A history of π (pi) ...
transcription: A history of [pi] (pi) ...
(Parentheses are separators, but a space
precedes "(pi)" in the source)

chief source: ... at infinity of certain
subclasses of $L^i A(R)$
transcription: ... at infinity of certain
subclasses of L^i [Omega] A(R)
(The omega in the source is a capital
letter)

chief source: A catalogue of the Connecticut
Alpha of the $\Phi\beta\kappa$, August 1847
transcription: A catalogue of the
Connecticut Alpha of the [Phi Beta Kappa],
August 1847

chief source: The $\cos \pi\lambda$ theorem ...
transcription: The cos [pi lambda] theorem
...

⁴ "Separators" are defined as characters that divide groups of letters or numbers into multiple words, in the context of constructing search keys. The most frequent examples are the ISBD marks of punctuation, as well as opening and closing parentheses, the hyphen, and double quotes.

chief source: ... materials lists for high-power
10.6 μ windows ...
transcription: ... materials lists for high-power
10.6 [mu] windows ...

chief source: The bias in $dT/d\Delta$ calculated ...
transcription: The bias in dT/d [Delta]
calculated ...

chief source: Z
transcription: [Zeta]
(The title consists solely of the Greek
letter zeta)

When a Greek letter is used in a word that is otherwise in the roman alphabet in the source, use the romanized form of the letter (instead of its name) in brackets.

chief source: Zaraeustra and Φ ilo
transcription: Zara[th]ustra and [Ph]ilo

chief source: Oie wowapi wan Lakota-Ieska
transcription: Oie wowapi wan Lakota-Ieska
(The letter in this example is from the
International Phonetic Alphabet; therefore,
the double underscore convention is used
(cf. the section on Special Letters,
Diacritical Marks, and Punctuation Marks))

Special Marks of Contraction

When special marks of contraction have been used by the printer in continuance of the manuscript tradition, expand affected words to their full form, enclosing supplied letters within brackets.

on source: Breuiarium monasticū s'm ritum ζ
morem monacho \dagger Ordinis S. Benedicti
de obseruātia Casinēsis Cōgregationis ...
transcription: Breuiarium monasticu[m]
s[ecundu]m ritum [et] morem monacho[rum]
Ordinis S. Benedicti de obserua[n]tia
Casine[n]sis Co[n]gregationis ...

Do not expand conventional abbreviations in which a period follows a letter or letters. However, when an abbreviation standing for an entire word appears in the source, record instead the word itself, enclosing it in brackets, e.g., "... amico[rum] [et] ..." When the meaning of an abbreviation or contraction cannot be determined, substitute a question mark within brackets for each element in question, e.g., "... amico[?] [?] ..." When the meaning of an abbreviation or contraction is conjectural, use the question mark after the supplied letters or word within the same set of brackets, e.g., "... amico[rum?] ..."

When titles are "expanded," title added entries may be expressed in the tracing by means of the word "Title." The added entry will be exactly the same as the title proper (including the brackets around letters). To express a title added entry in any other form, it is necessary to trace it explicitly.

I. Title: Breviarium monasticum secundum
ritum et morem monachorum Ordinis Sancti
Benedicti de observantia Casinensis
Congregationis.

Special Letters, Diacritical Marks, and Punctuation Marks

Use the double underscore () as the conventional means of signaling special letters (including superscript and subscript letters), diacritical marks, and punctuation marks for which there is no exact representation in the character set. Use the double underscore with the nearest roman equivalent in cases in which the roman equivalent is obvious, e.g., $\text{b} = \underline{\underline{\text{b}}}$; $\text{d} = \underline{\underline{\text{d}}}$; $\text{a} = \underline{\underline{\text{a}}}$; $\text{f} = \underline{\underline{\text{f}}}$; $\text{n} = \underline{\underline{\text{n}}}$; $\text{l} = \underline{\underline{\text{l}}}$; $\text{k} = \underline{\underline{\text{k}}}$. When the nearest roman equivalent is not obvious or there is doubt that it is obvious, it is necessary to establish the equivalent, after which the list of equivalencies will be updated. The equivalencies below have been established to date, mostly from the International Phonetic Alphabet. Note that the IPA uses some Greek letters; when it is judged by the context (usually some form of linguistic study) that the Greek letter probably derives from its use in the IPA, use the double underscore convention or the equivalency indicated below, not the convention for Greek letters given above.

$\text{c} = \underline{\underline{\text{a}}}$

$\text{b} = \underline{\underline{\text{d}}}$

$\text{e} = \underline{\underline{\text{e}}}$

$\text{ə} = \underline{\underline{\text{e}}}$

$\text{ϕ} = \underline{\underline{\text{f}}}$

$\text{γ} = \underline{\underline{\text{g}}}$

$\text{ŋ} = \underline{\underline{\text{g}}}$

$\text{ŋ} = \underline{\underline{\text{g}}}$

$\text{h} = \underline{\underline{\text{i}}}$

$\text{h} = \underline{\underline{\text{i}}}$

$\text{k} = \underline{\underline{\text{l}}}$

$\text{o} = \underline{\underline{\text{o}}}$

$\text{σ} = \underline{\underline{\text{s}}}$

$\text{ʃ} = \underline{\underline{\text{s}}}$

$\text{e} = \underline{\underline{\text{t}}}$

$\text{r} = \underline{\underline{\text{u}}}$

$\text{y} = \underline{\underline{\text{u}}}$

$\text{v} = \underline{\underline{\text{v}}}$

$\text{β} = \underline{\underline{\text{v}}}$

$\text{y} = \underline{\underline{\text{w}}}$

$\text{z} = \underline{\underline{\text{z}}}$

Note that the use of the double underscore convention does not always insure a one-for-one equivalency; the intent, instead, is to signal those cases in which the character used in the catalog record is not an exact replication of the character in the source.

Exception 1: Do not use the double underscore convention in the following cases; use instead the equivalent indicated:

Old German small "e" (Fürsten) = umlaut (Fürsten)
"Scharfes s" or "ess-zet" (ß) written as ligature =
ss (Ausslegung)

"Scharfes s" or "ess-zet" (ß) written as two letters = sz (Auszlegung)
 Degree symbol (600°) = superscript zero (600⁰)
 Inch/inches, second/seconds = tvėrđyi znak (")
 Foot/feet, minute/minutes = mřagkiř znak (')
 Superscript or subscript period = dot above (·) or dot below (.)
 IPA character for glottal stop (ʔ) = alif (ʔ)
 A , below a letter (ǣ) = dot below the letter (ǣ)

Exception 2: Do not use the double underscore convention for the inverted question mark and exclamation point in Spanish; instead, do not transcribe the inverted form of these marks at all.

Signs and Symbols

The objective in treating signs and symbols not represented in the character set is to render or convey the intention without undue time and effort and with a minimum of interpolation, using one of the techniques described in this section. Note that a minimum of interpolation is wanted because those searching the machine catalog cannot very often be expected to "second-guess" the cataloger in this respect, i.e., users will normally formulate search keys that necessarily do not take interpolations into account. As judged appropriate, use notes to explain and added entries to provide additional access; the examples below are illustrative, not prescriptive.

1) If the symbol is judged not to be an integral or essential part of the title, use an explanatory note instead of interventions in the description. Note that this is ordinarily the case with symbols of trademark, patent, copyright, etc.

chief source: © copyright : how to register your copyright ...
transcription: Copyright : how to register your copyright ...
(Suggested note: On t.p. the title is preceded by the copyright symbol.)

chief source: A survey of SIMULA™ applications ...
transcription: A survey of SIMULA applications ...
(Suggested note: On t.p. the registered trademark symbol "TM" is superscript following "SIMULA" in the title.)

transcription: "W" today! Tomorrow?
(On the title page the traditional female symbol appears under the letter "W" but the preface makes it clear that the symbol is not intended to form part of the title and gives the full title; suggested note: On t.p. the symbol for female appears under the letter "W"; *added entry:* Title: Women today! Tomorrow?)

2) Use existing characters when this can be done without serious distortion or loss of intelligibility.

chief source: R_x for tomorrow
transcription: Rx for tomorrow

chief source: When I was your age STOP
transcription: When I was your age STOP
(Suggested note: On t.p. "STOP" appears as a stop sign)

3) Use the double underscore convention (cf. the section on *Special Letters, Diacritical Marks, and Punctuation Marks.*)

chief source: Yell-Ø pages : environmental resources
transcription: Yell-Ø pages : environmental resources

chief source: Where to stay USA from 50¢ to \$9 a night
transcription: Where to stay USA from 50¢ to \$9 a night

4) Substitute in the language of the context the word, phrase, etc., that is the obvious spoken/written equivalent (if unknown in the language of the context, use English); bracket the interpolated equivalent. If the element in the source is not preceded or followed by a space, in general precede or follow the bracketed interpolation by a space unless the preceding or following character in the source is itself also a separator or unless the use of a space would create an unintended result for searching.

chief source: Registering for ©
transcription: Registering for [copyright]
(Suggested note: On t.p. "[copyright]" appears as the copyright symbol.)

chief source: I ♥ a piano
transcription: I [love] a piano
(Suggested note: On t.p. "[love]" appears as a heart.)

chief source: A study of the †
transcription: A study of the [ankh]
(Suggested note: On t.p. "[ankh]" appears as the ankh symbol.)

chief source: Poe† and free verse
transcription: Poe[try] and free verse
(The interpolation is not preceded by a space because that would create two words for searching (brackets are not separators); suggested note: On t.p. "[try]" appears as an illustration in the form of a tree.)

chief source: Tinglysningslovens §38
transcription: Tinglysningslovens [paragraf] 38

chief source: Dokumentation der politischen Geschichte zur Reform des §144 STG
transcription: Dokumentation der politischen Geschichte zur Reform des [Paragrafen] 144 STG

chief source: ... proposed rules governing §2255 proceedings ...
transcription: ... proposed rules governing [section] 2255 proceedings ...

chief source: Roman Opalka : 16 Details aus dem Werk 1965/1-∞
transcription: Roman Opalka : 16 Details aus dem Werk 1965/1-[unendlich]
(Suggested note: On t.p. "[unendlich]" appears as the infinity symbol.)

chief source: Opalka 1965/1-∞: 9 juin-9
juillet 1982
transcription: Opalka 1965/1-[l'infinité] :
9 juin-9 juillet 1982
(Suggested note: On t.p. "[l'infinité]"
appears as the infinity symbol.)

chief source: The added mass coefficient of
a cylinder oscillating in shallow water in
the limit $K \rightarrow 0$ and $K \infty$
transcription: The added mass coefficient of
a cylinder oscillating in shallow water in
the limit $K \rightarrow 0$ and K [infinity]
(The arrow is input as two hyphens and an
angle bracket; suggested note: On t.p.
"[infinity]" appears as the infinity
symbol.)

Exception 1: Do not transcribe characters that indicate birth (e.g.,
an asterisk) or death (e.g., a dagger) even if such characters are in
the character set. Do not use a mark of omission; instead, explain the
omission in a note.

chief source: In honor of Saint Basil the
Great †379
transcription: In honor of Saint Basil the
Great 379
(Suggested note: On t.p. "379" is preceded
by a dagger.)

chief source: Walter : *1926 ~~†~~1945 an der
Ostfront
transcription: Walter : 1926 1945 and der
Ostfront
(Suggested note: On t.p. "1926" is
preceded by an asterisk; "1945" is preceded
by an Iron Cross.)

Exception 2: Ignore the superscript and subscript "R" enclosed in a
circle indicating the registered trademark symbol, although the symbol
is in the character set. Do not explain its presence in a note.
(Ignore the symbol also when it appears with elements used in
headings.)

chief source: The Gumby® books of letters
transcription: The Gumby books of letters

If the spoken/written equivalent is not obvious or if there is
doubt that it is obvious or if it is unknown, give an explanation or a
description in the language of the context (if unknown in the language
of the context, use English).

chief source: ∇-structures
transcription: [Inverted triangle]-
structures

chief source: Poluprovodnikovye soedienifa
 $A_2^{\text{VI}}B$
transcription: Poluprovodnikovye soedienifa
 A_2B^{VI}
(Suggested note: On t.p. "I" appears over
"2" and "VI" is superscript.)

chief source: Some elementary properties of the category Top_M B
transcription: Some elementary properties of the category Top_M [vertical line] B
(*Suggested note:* On t.p. "M" is subscript.)

If a title consists solely of a sign or symbol, provide an equivalent in all cases, even if the particular symbol is itself in the character set.

chief source: † / Gregory Corso
transcription: [Ankh] / Gregory Corso
(*Suggested note:* The title consists solely of the ankh symbol.)

chief source: + : [novellaciklus] / Czakó Gábor
transcription: [Plusz : novellaciklus] / Czakó Gábor
(*"+" is in the character set; suggested note:* The title consists solely of a plus sign.)

chief source: © / Free Spirits, Inc.
transcription: [Copyright] / Free Spirits, Inc.
(*Suggested note:* The title consists solely of the copyright symbol.)

1.2B4. [Rev.]

Do not apply this optional rule to any case of merely *supposed* differences in issues that might make them different editions. If differences are *manifest*, however, but the catalog records would show exactly the same information in the areas beginning with the title and statement of responsibility area and ending with the series area, apply the option.

1.6H. Subseries. [Rev.]

Applicability

These guidelines deal with the series area and related series tracings. Therefore, they apply whenever an item meets these conditions:

- 1) the item has an analyzable title (cf. 13.2);
- 2) the item also bears at least two titles that it shares with other items; the cataloger judges that the titles are related, one being a larger (usually more comprehensive in scope) title than the others; the other title(s) is (are) then a component of the larger one, i.e., subseries. (See below for separate, unrelated series that appear on an item.)

Note the following aspects:

- 1) If there is doubt whether one of the group titles is a subseries or a second series, treat it as a second series; this means that each series is recorded in its own series statement (cf. 1.6J1) and each series is established as a separate entity.
- 2) If one title is a multipart item and the other is a serial, treat each as separate series.

3) If both titles are multipart items, apply LCRI 25.6A to determine if the two titles are to be treated as one entity or established separately.

4) Treat such phrases as "new series," "second series," "series 77" as part of the series numbering and not as a subseries if the phrase indicates a new designation system (cf. 12.3G); however, if the series is unnumbered, generally treat such a phrase as a subseries.

5) Treat an item with numbering following a designation such as "supplement to [title of a serial]" as a separate series.

6) Do not treat an unnumbered supplement as a series, but give the statement as a quoted note if it is not recorded in the title and statement of responsibility area and make an added entry for the serial itself on the bibliographic record for the analyzable title (cf. 21.28B).

Transcription

The following instructions are based on rules 12.1B3-12.1B5. Do not apply rule 25.6. For a title to be treated as a subseries, both the main series and the subseries must appear in the same source in one of the preliminaries; proximity in the same source is not a factor.

1) If the main series is unnumbered, a) record both the main series and the subseries in the same series statement (cf. 1.6H); b) establish only one entry for the series; include in the series entry both the main series and the subseries.

series statement: (Acta Universitatis
Stockholmiensis. Stockholm economic studies ;
new ser., 7)

series authority record: Acta Universitatis
Stockholmiensis. Stockholm economic studies
(Do not establish Acta Universitatis
Stockholmiensis separately)

series tracing: Series.

series statement: (Etudes et documents tchadiens.
Série B ; 2)

series authority record: Etudes et documents
tchadiens. Série B
(Do not establish Etudes et documents tchadiens
separately)

series tracing: Series.

series statement: (Progress in nuclear energy.
Series V, Metallurgy and fuels ; v. 4)

series authority record: Progress in nuclear
energy. Series V, Metallurgy and fuels
(Do not establish Progress in nuclear energy
separately)

series tracing: Series.

Exception: If the main series appears on a later publication without any subseries, at that point establish the main series separately and trace it separately for this and any other item showing only the main series. However, if later items show both the main series and a subseries, use in the tracing only the form in which the subseries is already established.

2) If the main series has its own numbering

a) record both the main series and the subseries in the same series statement (cf. 1.6H);

b) establish the main series on one authority record and establish the subseries on another.

series statement: (Biblioteca de arte hispánico ; 8. Artes aplicadas ; 1)

series authority records: Biblioteca de arte hispánico

Biblioteca de arte hispánico. Artes aplicadas

series tracings: Series: Biblioteca de arte hispánico ; 8. Series: Biblioteca de arte hispánico. Artes aplicadas ; 1.

series statement: (Department of State publication ; 8499. East Asian and Pacific series ; 173)

series authority records: Department of State publication

(Cf. 21.1B3; "for background only; not intended to be a formal statement of United States policy")

Department of State publication. East Asian and Pacific series

series tracings: Series: Department of State publication ; 8499. Series: Department of State publication. East Asian and Pacific series ; 173.

3) If a hierarchy of main and multiple subseries is involved and only some are numbered, treat the numbered ones under 2) above and the unnumbered ones under 1).

Note that if the main series and the subseries do not appear together in the same source in one of the preliminaries, each series is recorded in its own series statement and each is established separately.

series statements: (Bulletin / Engineering Experiment Station, West Virginia University ; 111) (West Virginia University bulletin ; ser. 74, no. 11-13)

series authority records: Bulletin (West Virginia University. Engineering Experiment Station) West Virginia University bulletin

series tracings: Series: Bulletin (West Virginia University. Engineering Experiment Station) ; 111. Series: West Virginia University bulletin ; ser. 74, no. 11-13.

1.7B21. "With" notes. [Rev.]

The "with" note is appropriate only in the following case: two or more works issued independently have been subsequently placed together under one cover or comparable packaging. For two or more works that have been issued together in one cover or other packaging, create one bibliographic record, applying either 1.1G or 1.10. (For an exception, see LCRI 7.1G1.)

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

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

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

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

2.5B22. [New]

Incomplete Multipart Items

This statement applies to cases in which the information is readily available that a multipart item, although not finished, has ceased publication.

If more than one volume was published, use "No more published."

No more published.
(extent statement: 3 v.)

If only one volume was published, combine in a single note a quotation of the part designation (as opposed to recording this designation in the title and statement of responsibility area) and the cataloger's statement "No more published."

"Volume I." No more published.
(extent statement: iii, 227 p.)

"Book one, Lacson as a newspaperman." No more published.
(extent statement: 95 p.)

7.1G1. [New]

Describe the item as a unit or make a description for each separately titled work, whichever solution seems better in the particular situation.

12.0B1. Sources of information. Printed serials. [Rev.]

Serials

The basis for the description is the first issue of the serial. In determining which issue is first, disregard the date of publication, etc., and use the designation on the issues. For serials that carry numeric or alphabetic designations, the first issue is the one with the lowest or earliest (in the alphabet) designation. For serials that do not carry numeric or alphabetic designations, the first issue is the one with the earliest chronological designation. (If the actual first issue is not available, use these same guidelines to determine which issue should be used as the basis for the description.)

Since the title page (or title page substitute) of the first issue is the chief source of information for a printed serial, a title page that is published later to cover one or more issues cannot be used as the chief source. (However, data from such a title page may be put into the note area when necessary.)

If the description has been formulated from the first issue of a

serial, the body of the entry remains unchanged throughout the life of the serial. If issues after the first have data different from those recorded in the body of the entry, record the different data in the note area as necessary. However, if the differences are in the title proper, create a separate record when appropriate (21.2C). (For changes in the main entry heading, see 21.3B.)

If a serial lacking a title page has a title (the same title or different titles) on more than one source in the item, choose as the title page substitute the source that appears first in the preferred order of sources listed in the rule. *Exception:* In any instance in which the item has two or more different titles and the title that appears in a less preferred source is known (because of a trademark or other symbol that appears with it) to be the stable title that does not vary from issue to issue, use the source with the stable title as the title page substitute. Apply this exception also in any instance in which two or more issues are in hand and the title appearing in a less preferred source remains stable from issue to issue (e.g., if the masthead title remains stable but the cover title changes from issue to issue, use the masthead as the title page substitute).

Series

The chief source of information for a series is the series title page. If the item lacks a series title page, the chief source for the series is the chief source for the analytic. If the series title does not appear on the chief source for the analytic, the chief source for the series is (in this order of preference) the cover, caption, masthead, editorial pages, colophon, other pages. These provisions apply to numbered and unnumbered series; for series-subseries, however, apply LCRI 12.1B3. (A series title page is a source at the beginning of the item that is devoted solely to the series (or to the series and the analytic title) and contains a formal presentation of the series title; it usually, although not necessarily, also contains a statement of responsibility, an expression of numbering, and the name of the publisher, etc. In case of doubt, do not treat the source as a series title page. However, do not reject the source as a series title page solely on the basis that the page includes a listing of analytic titles in addition to a statement of responsibility, etc.)

Reprints of Serials

In order that the description of the reprint resemble and file with the description of the original, the earliest *issue* reprinted is used as the chief source for the first three areas of the description. Data for these areas may be taken from any place on the reprinted issue without the use of brackets. If it is known that the description of the original would include data that are not on the reprinted issue, the data may be supplied in brackets.

In area four the place of publication, publisher, and date of the reprint are recorded, using brackets if the data do not come from a prescribed source on the reprint.

The physical description area gives the physical description of the reprint, not the original.

A series is recorded if the reprint appears in a series.

Usually a single note (see 12.7B7g) gives important details about the original while other notes give necessary information about the reprint. Notes giving the sources of the title or the issue on which the description is based are not given.

21.2A. Definition. [Rev.]

Changes Not to be Considered Title Changes of Serials (Including Numbered Monographic Series)

Preliminary note

1) Although this version of the Library of Congress rule interpretation has rearranged and reworded the previous text extensively, much of the content remains the same. The change is an increase in the number of categories not to be considered title changes; these categories have been derived from the 1983 *ISDS Manual* and the latest revision of the *ISBD(S)*. The new categories are "small words" and "name of same issuing body." New sub-categories in "multiple forms ..." are spelling changes and singular/plural forms.

Two sections of the previous version of LCRI 21.2A have been removed to the new LCRI 21.2C: fluctuating titles of serials; changes in order of serial titles.

2) In any case of doubt as to whether the difference in a title falls into one of the categories listed below, consider the title to have changed.

3) *N.B.* This rule interpretation does not apply to unnumbered series; any change in the title of an unnumbered series is considered a title change requiring a new entry.

Multiple forms of the same word⁵

Do not consider the title proper of a serial to have changed if the change is merely in the representation of a word or words as in the cases below.

Abbreviated words vs. full form of words

Arabic numeral(s) vs. roman numeral(s)

Hyphenated words vs. unhyphenated words

Initialisms and letters with separating punctuation vs. those without separating punctuation

Numbers or dates vs. spelled-out forms

One spelling vs. another spelling (including any official orthographic changes)

One-word compounds vs. two-word compounds, whether hyphenated or not

Signs and symbols (e.g., "&") vs. spelled-out forms

Singular forms vs. plural forms

Small words⁵

Do not consider the title proper to have changed if the word added, changed, or deleted is an article, preposition, or conjunction.

Changes far from the beginning of the title⁵

⁵However, if the change is in the name of a body that is part of the title proper and the change requires the creation of a new heading for the body (cf. 24.1B), consider that the title proper has changed.

Do not consider that the title proper to have changed if one or more words is added, changed, or deleted or if only the order of words is changed, provided the particular change comes after the first five words (after the first six words if the title begins with an initial article) and the change does not change the meaning of the title or indicate different subject content.

Name of same issuing body

Do not consider the title proper to have changed if the name of the same issuing body or an element of its hierarchy (together with any linguistic connection) is added to the end of the title or deleted from the end of the title.

Also, do not consider the title proper to have changed if the name of the issuing body or an element of its hierarchy at the end of the title changes from one form to another (e.g., from an initialism to the spelled-out form, from a longer form to a shorter form). However, if the change requires the creation of a new heading for the body (cf. 24.1B), consider that the title proper has changed.

Providing access to changes not to be considered title changes

Make a specific or general note on the serial bibliographic record and/or the series authority record (e.g., Some issues have title: _____; or Title varies slightly) as appropriate. Generally give the variant title in a title added entry on the serial bibliographic record and a reference on the series authority record.

Implementation at the Library of Congress

A special project is underway to identify those series authority records created for changes in title proper that are no longer considered title changes according to the guidelines in this rule interpretation. The series authority records either are being cancelled in favor of earlier records or are being modified to represent earlier titles not yet established. Records in the various bibliographic files are being corrected to reflect the appropriate headings. These authority and bibliographic records will be redistributed in the regular MARC distribution services.

21.6C1. [Rev.]

Reversed Order of Names

If the responsibility for a work is shared between two or three persons or bodies and the names appear in a different order on a later edition, enter the later edition under the heading for the person or body named first in the later edition if it has been revised or updated. If the later edition has not been revised or updated, enter it under the heading for the person or body named first in the earlier edition. If the title of the later edition is the same as the title of the earlier edition, give in an informal note on the record for the later edition information about the order of names in the earlier edition. (Do not give the title and statement of responsibility for the earlier edition solely to indicate the order of names on the earlier edition.) In addition, on the record for the later edition make a name added entry under the heading for each person or body not given as the main entry heading. (Do not make a name/title added entry for the earlier edition.)

1st ed.: Decision systems of inventory management
and production planning / Rein Peterson, Edward
A. Silver. c1979

Main entry under the heading for Peterson
Added entry under the heading for Silver

2nd ed.: Decision systems of inventory management and production planning / Edward A. Silver, Rein Peterson. 2nd ed., c1985
Main entry under the heading for Silver
Added entry under the heading for Peterson
Suggested note: Peterson's name appears first on the earlier edition

21.23C. Works by different persons or bodies. Collective title.
[Rev.]

Rule Change

The Joint Steering Committee for Revision of AACR has approved the following replacement for rule 21.23C in the printed text of AACR 2:

21.23C. Works by different persons or bodies. Collective title

If a sound recording containing works by different persons or bodies has a collective title, enter it under the heading for the person or body represented as principal performer.

Pieces of the sky
(Songs by various composers performed by Emmylou Harris)
Main entry under the heading for Harris

All that jazz
(Pieces by several composers performed by Fats Waller)
Main entry under the heading for Waller

Bonaparte's retreat
(Folk tunes and songs by various hands performed by the band the Chieftains)
Main entry under the heading for the Chieftains

Elisabeth Schumann
(Arias and Lieder by various composers sung by Elisabeth Schumann with various orchestras, conductors, and pianists accompanying)
Main entry under the heading for Schumann

Adrian Ruiz plays Neils Gade and Christian Sinding
(Two works by Gade and 6 by Sinding performed by Ruiz)
Main entry under the heading for Ruiz

If there are two or three persons or bodies represented as principal performers, enter under the heading for the first named and make added entries for the others.

Great tenor arias
(Arias by various composers sung by Carlo Bergonzi with the Orchestra of the Accademia di Santa Cecilia, Rome)
Main entry under the heading for Bergonzi
Added entry under the heading for the orchestra

Dancer with bruised knees / Kate & Anna McGarrigle
(Songs by the McGarrigle sisters and others performed by the sisters)
Main entry under the heading for K. McGarrigle
Added entry under the heading for A. McGarrigle

Irish rebel songs
(Sung by Mike Barrett and Joe Kiernan)
Main entry under the heading for Barrett
Added entry under the heading for Kiernan

If there are four or more persons or bodies represented as principal performers, or no principal performers, enter under title.

Music of nineteenth century England
(Several pieces performed by various groups and singers)
Main entry under title

Five centuries of music in Reims
(Seven pieces by various composers performed variously by individual singers and performers and by choirs and orchestras)
Main entry under title

Interpretation—Principal Performer

In applying the rules and these interpretations, understand "performer" to mean a person or corporate body whose performance is heard on the sound recording. When a person performs as a member of a corporate body, do not consider him or her as a separate person to be a performer. Do not consider a conductor or accompanist to be a member of the body he or she conducts or accompanies. If the person's name appears in conjunction with the name of a group, determine whether the corporate name includes this personal name. If the conclusion is that the corporate name does not include the person's name, do not consider the person a member of the group; if the conclusion is that it does include the person's name, consider the person to be a member of the group.

For recordings containing musical works by different composers or writers, follow the guidelines below in 1) deciding whether or not there are principal performers and 2) identifying the principal performers, if any.

The use of the term "principal performer" in 21.23C-D can lead to confusion since the term implies a performer who is more important (or, in the words of footnote 5 on p. 314, given greater prominence) than other performers. This interpretation, however, would often produce undesirable results: it would make main entry under the heading for a performer impossible under 23.23C when there is only one performer or when there are only two or three performers who are given equal prominence. To avoid this difficulty, apply the following:

- 1) When two or more performers are named in the chief source of information, consider to be principal performers those given the greatest prominence there. If all the performers named in the chief source of information are given equal prominence there, consider all of them to be principal performers.
- 2) When only one performer is named in the chief source of information, consider that performer to be a principal performer.
- 3) When no performers are named in the chief source of information, consider that there are no principal performers.

In judging relative prominence on the basis of wording, layout, and typography, consider names printed in the same size and style of lettering and in association with one another to have equal prominence. When names appear in the same size and style of lettering but in different areas of the same source of information, consider those in a location implying superiority (e.g., a higher position) to have greater

prominence. Do not consider names near the beginning of a list or sequence to have greater prominence than those near the end.

chief source:

JESS WALTERS SINGS
CLASSIC FOLK SONGS
Jess Walters, baritone
Hector García, guitar

*main entry under the heading for Walters as
principal performer*

chief source:

Joan Sutherland
SONGS MY MOTHER TAUGHT ME
Songs by Dvorák, Mendelssohn, Massenet, Gounod
Delibes, Grieg, Liszt, and others
Richard Bonyngé
The New Philharmonic Orchestra

*main entry under the heading for Sutherland
as principal performer*

chief source:

SONATAS OF J.S. BACH & SONS
JEAN-PIERRE RAMPAL, Flute
ISAAC STERN, Violin
JOHN STEELE RITTER,
Harpsichord and Fortepiano
LESLIE PARNAS, Cello

*main entry under title; Rampal, Stern,
Ritter, and Parnas are principal performers*

chief source:

MUSIC OF CHABRIER AND MASSENET
Detroit Symphony Orchestra
Paul Paray

*main entry under the heading for the
orchestra
added entry under the heading for Paray
(The orchestra and Paray are principal
performers)*

chief source:

LAS VOCES DE LOS CAMPESINOS
Francisco García and Pablo and Juanita Saludado
sing corridos about the farm workers and their union

*main entry under the heading for García
added entries under the headings for P. Saludado
and J. Saludado
(García and the Saludados are principal
performers)*

chief source:

SARAH BERNHARDT & THE COQUELIN BROTHERS

*(Dramatic readings performed by Sarah
Bernhardt, Constant Coquelin, and Ernest
Coquelin)*

*main entry under the heading for Bernhardt
added entries under the headings for C.
Coquelin and E. Coquelin
(Bernhardt, C. Coquelin, and E. Coquelin
are principal performers)*

chief source:

SONGS OF THE WOEBLIES
with
Joe Glazer

*(Sung by Glazer, with instrumental ensemble)
main entry under the heading for Glazer as
principal performer*

chief source:

Serge Cassel
POESIES ET PROSES FRANÇAISES

*(Various poems and prose selections read by
Serge Cassel)
main entry under the heading for Cassel as
principal performer*

chief source:

SOUTHERN CLAWHAMMER BANJO

*(No performers named)
main entry under title
(No principal performers)*

Music Videos & Popular Music Folios

Apply rules 21.23C and 21.23D to the following:

- 1) Videorecordings that contain collections of music performed by a principal performer.
- 2) Popular music folios derived from sound recordings that contain collections of music performed by a principal performer.

22.10. ENTRY UNDER INITIALS, LETTERS, OR NUMERALS. [Rev.]

Names Consisting of Initials/Letters

If a name consists entirely of initials, make a reference from the inverted form alone (not a name-title reference), beginning with the last initial. If the heading contains as a parenthetical addition the full form of the name for which the initials stand (cf. 22.16A), add the parenthetical addition in the reference as well. (Do not invert the name used in the addition.)

Note that for names consisting entirely of initials or entirely of separate letters that are presumed not to be initials, a single space is left between the initials/letters in all cases (cf. LCRI 22.1B).

H. D. (Hilda Doolittle), 1886-1961
D. S., Master
i. e., Master
X Y Z

For purposes of filing and machine searching in LC, initials/ letters separated by a space, a period, or a combination of a period-space are treated as a series of words; letters not separated by a period or a space or a combination of a period-space are treated as a single word. Therefore, for names consisting entirely of initials or entirely of separate letters, make, in addition to other references, one from the "closed up" form, i.e., the form without periods or spaces.

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

i. e., Master
x ie, Master

X Y Z
x XYZ

For references in a form other than the "closed up" form, use periods or not, depending on whether they are used in the heading.

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

X Y Z
x Z, X Y

Names Consisting of Initials with Typographic Devices

If a name contains a personal name initial followed by a typographic device, give the form only as an initial when used in the heading. (Retain the form as found in the bibliographic description.)

source: J*** W*****
heading: J. W. (John Williamson)
transcription: / by J*** W*****

24.15A. [Rev.]

When a joint committee, commission, etc., is composed of representatives of two or three bodies, make a reference from the name of the joint committee as a subheading of each of the parent bodies. Omit from the subheading in the reference the names or abbreviations of the names of the parent bodies.

Joint Committee on Western Europe
x Social Science Research Council (U.S.).
Joint Committee on Western Europe
x American Council of Learned Societies.
Joint Committee on Western Europe

IJA-ABA Joint Commission on Juvenile Justice Standards

x Institute of Judicial Administration. Joint Commission on Juvenile Justice Standards
x American Bar Association. Joint Commission on Juvenile Justice Standards

When the joint committee, commission, etc., is composed of representatives of more than three other bodies, make such a reference from the name of the first of the parent bodies mentioned in the item being cataloged. (In case of doubt as to which is first, make the

reference from the first is alphabetic order, using the established form of name.)

Joint Committee on Government Publications

(Joint committee of the Association of Research Libraries, the American Library Association, the American Association of Law Libraries, and the Special Library Association)

x Association of Research Libraries. Joint Committee on Government Publications

25.5B. [Rev.]

Serials/Including Series

1) *General.* Create a uniform title made up of the title proper plus a parenthetical qualifier for any serial entered under title if the title proper is identical to the title proper of another serial in the catalog. Also, create such a uniform title if the title proper is identical to the title proper of another serial found in a related work added entry or in a linking entry note (fields 760-787) on a bibliographic record in the catalog. (Disregard the choice of entry of the serial (under title or under name heading) when considering whether the titles are identical.) The "catalog" referred to here is the file against which the searching and cataloging is being done. Serial catalogers are permitted to take into account any serial of the same title of which they know, whether or not it is in the catalog (e.g., it might be found in a reference work being searched by a serial cataloger for some other reason). Take into account only the main title of another serial, not variants traced as cross references or as added entries. In general, apply the following:

a) Do not predict a conflict.

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

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

2) *Choice of qualifying term.* The terms most commonly used to qualify the title proper are the following:

- a) Place of publication
- b) Corporate body
- c) Place and date or Corporate body and date
- d) Date
- e) Edition statement, other title information, etc.

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

3) *Place of publication.* Generally, use place of publication as the qualifying term.

Arrow (Montréal, Québec)
Arrow (Castlegar, B.C.)

Transactions of the Illuminating Engineering
Society (London, England)
Transactions of the Illuminating Engineering
Society (New York, N.Y.)

Light (Brooklyn, New York, N.Y.)
Light (Toronto, Ont.)

If the work is published in more than one place or if the place of publication has changed, choose as the qualifying term the place that would be named first in the publication, distribution, etc., area for the first issue published or the earliest issue for which a place is known or the earliest issue in hand—in that order of preference. (Use caution when taking information from an existing bibliographic record for the serial needing a qualifier if the record was originally created before 1981; it may not necessarily show the earliest place since pre-AACR 2 cataloging codes specified giving the latest place.)

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

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

Bulletin (Balai Pengolahan Galian (Indonesia))
Bulletin (California. Dept. of Water Resources)

Occasional paper (Australia. Bureau of
Agricultural Economics)
Occasional paper (University of the West
Indies (Cave Hill, Barbados). Institute of
Social and Economic Research)

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

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

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

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

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

5) *Other qualifiers.* Make the choice from the following possibilities, according to what is most appropriate for the particular situation:

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

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

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

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

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

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

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

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

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

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

7) *Special situations*

a) *Unnumbered/numbered titles from the same body.* If one body issues both an unnumbered series and a numbered series or serial with the same title, add the qualifier "(Unnumbered)" to the title for the unnumbered series in all cases of such a conflict. (For example, if the new title is numbered and the existing title is unnumbered, change the existing unnumbered series to add "(Unnumbered)" to the title.) Conversely, do not add a qualifier to the title of the numbered series or serial to resolve the conflict with the unnumbered series issued by the body.

b) *Common/section titles.* If the title proper of a serial consists of a common title and the title of a section or part (see 12.1B3), create a uniform title to delete the initial article from the title of the section or part. Apply this even when the section title is preceded by a numeric or alphabetic designation.

American men and women of science. Medical sciences
American men and women of science. The medical sciences /

Progress in nuclear energy. Series VIII,
Economics of nuclear power
Progress in nuclear energy. Series VIII,
The economics of nuclear power /

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

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

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

When the main title has its own numbering or has been issued alone without a section title, however, so that the situation is one of series/subseries, the uniform title for the subseries consists of the uniform title the main series has (or would have) plus the title of the subseries.

Technical report (Minnesota. Division of Waters)
Technical report (Kansas Water Office)
(*Has its own numbering*)
Technical report (Kansas Water Office). Monograph
(*Made up example*)

Biblioteca de ciências sociais (Edições Graal)
Biblioteca de ciências sociais (Zahar Editores)
(*Issued both with and without a section title*)
Biblioteca de ciências sociais (Zahar Editores).
Economia

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

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

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

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

Canada. Dept. of Public Works
[Annual report (1977)]
Annual report ...
(Published 1972-1975 under title: Report)

d) *Title consisting of corporate name alone.* If the title of a series entered under title consists solely of the name of a corporate body (including corporate name initials), always assign a uniform title that consists of the title qualified by the term "(Series)" even if there is no conflict. (Apply this to all series and to multipart items as well.) Note that it is the name of the body found on the item, not the heading for this corporate name that is transcribed as the title. If the title needs an additional qualifier, add it after "(Series)" and within its own set of parentheses.

Centre de recherches d'histoire ancienne (Series)
Oxford Historical Society (Series)
HAZ (Series)
Editorial Universitaria (Series) (Guatemala,
Guatemala : 1983)

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

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

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

Rose fanciers at large
Rose fanciers at large. Microform

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

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

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

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

Monographs That Conflict

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

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

La France. — Paris : Librairie Larousse, 1967

France. — Paris : Documentation française, 1972

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

France (Geneva, Switzerland). English
France / preface by Pierre Mendès-France ;
translated by William H. Parker. — Geneva ;
New York : Nagel, 1956
(A translation of the 1955 work)

France (Geneva, Switzerland)
France / préface de Pierre Mendès-France. —
Genève ; New York : Nagel, 1955
(Revised bibliographic record for the 1955
work)

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

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

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

Radio and Television Programs

Add the qualifier "(Radio program)" or "(Television program)" to the title of a radio or television program whenever the program is needed in a secondary entry and the title is the same as a Library of Congress subject heading or the title has been used as the title of another work. (It does not matter if the other work is entered under

title or under a name heading.) This same uniform title for the radio or television program must be used in all entries for the particular work. (Existing records in which the radio or television program has been used as a main or added entry must be adjusted.)

U.S. Census Publications

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

title proper: 1972 census of construction
industries

uniform title: Census of construction
industries (1972)

title proper: Numerical list of manufactured
products: 1972 census of manufactures

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

title proper: Census of housing, 1960

uniform title: Census of housing (1960)

Comics

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

Motion Pictures

If a motion picture is entered under a title proper that is the same as the title proper of another motion picture (or other work), do not assign a uniform title to either to distinguish them, even if there are multiple editions of either work. However, if a motion picture is needed in a secondary entry and the title of the motion picture is the same as a Library of Congress subject heading or the title is the same as the title of another work, add the qualifier "(Motion picture)" to the title of the motion picture. This same uniform title must be used in all entries for the particular work. (Existing records in which the motion picture is used as a main or secondary entry must be adjusted.)

New work

Copeland, Aaron, 1900-

The red pony ...

(*Music for the motion picture of the same title*)

Existing works

Steinbeck, John, 1902-1968

The red pony ...

(*A book*)

The Red pony [motion picture] ...

added entry on the new work

I. Red pony (Motion picture)

revised record for the motion picture

Red pony (Motion picture)

The red pony [motion picture] ...

Computer Programs

If a computer program is entered under a title proper that is the same as the title proper of another computer program (or other work), do not assign a uniform title to either work simply to distinguish them, even if there are multiple editions of either work. However, if a computer program entered under title is needed in a secondary entry, add the qualifier "(Computer program)" to the title of the computer program. This same uniform title must be used in all entries for the particular work. (Existing records in which the computer program is used as a main entry must be adjusted.)

25.5D. [Rev.]

Form of Languages

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

Multilingual Works

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

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

Unpublished Works

Occasionally an author's work is translated into another language but has not been published in the author's original language. If the translation indicates the original has never been published but gives the author's title in the original language, use this title in the uniform on the translation. In case of doubt as to whether the original title given in the translation is indeed the original title, do not use the that title as the uniform title.

PUNCTUATION CONVENTIONS FOR HEADINGS (1XX FIELDS) AND REFERENCE TRACINGS (4XX, 5XX FIELDS) IN NAME AUTHORITY RECORDS

Introduction

For historical reasons, the punctuation conventions used in name and subject authority records have differed, the major difference being the use of a mark of final punctuation at the end of all headings in name authority records but not in subject authority records. In anticipation of developing eventually a single, integrated authority

file, the decision has been made to reconcile differences in punctuation conventions and to use a single set of guidelines applicable, as appropriate, to both types of authority records. A single practice is also easier to explain and to apply.

In general, the larger change entails discontinuing the use of ending punctuation in headings in name and series authority records. A lesser change applies to name/title fields and entails using punctuation to distinguish clearly the name portion from the title portion. The guidelines below will be implemented January 4, 1988.

Punctuation Guidelines

1) *Final mark of punctuation.* For cataloging purposes, a final mark of punctuation is a

- . - period
-) - closing parenthesis
-] - closing bracket
- " - quotation mark
- ? - question mark
- ! - exclamation mark
- - hyphen (usually used at the end of an open date)

2) *At the end of headings (1XX fields) or reference tracings (4XX, 5XX fields).* Do not end headings or reference tracings with a mark of final punctuation except when it is a part of the data (e.g., a period in an abbreviation) or is called for by the cataloging rules or subject cataloging practice (e.g., a parenthetical qualifier).

Smith, John
Smith, John, of Walworth
Smith, John A.
Smith, J. A. S. (John Alec Sydney)
Smith, John, b. 1648?
Smith, John, 1924-

Smith, John. Brown cow
Smith, John A. Brown cow A.B.C.
Smith, J. A. S. (John Alec Sydney). Brown (cow)
Smith, John, b. 1648? Brown Cow?
Smith, John, 1924- Brown cow!

United States. Internal Revenue Service
Labour Party (Great Britain)
France. Commission interministerielle "Loisirs des personnes handicapées"

Si 1900 m'était conté—

United States. Internal Revenue Service. Title of work ending in question mark?
Labour Party (Great Britain). Title of a (work)
France. Commission interministerielle "Loisirs des personnes handicapées." Title of a work ending in a "quote"

3) *Within headings (1XX fields) or reference tracings (4XX, 5XX fields)*

a) *General.* Use internal punctuation to set off unambiguously the units of headings or reference tracings (including name and title portions of name/title fields). (In a machine record the units or elements of headings and references generally correspond to subfields.) For clarity, the name/title examples in this section contain also a subfielded form showing delimiters (‡) and subfield codes (given with delimiters immediately preceding the subfields they

identify).

United States. Dept. of State
Catholic Church. Pope (1978 : John Paul II)

Bible. English. Revised Standard. 1961?

United States. Dept. of State. Title of a work
#aUnited States.#bDept. of State.#tTitle of a work

Smith, John. Title of a work
#aSmith, John.#tTitle of a work

Smith, John, b. 1648? Title of a work
#aSmith, John,#db. 1648?#tTitle of a work

Smith, John, 1924- Title of a work
#aSmith, John,#d1924-#tTitle of a work

b) *Parenthesis*. If a unit of a heading or a reference tracing ends in a closing parenthesis, add after the closing parenthesis the same punctuation, usually a period, that would be used if there were no parenthesis. Add such punctuation although double or triple punctuation may result, since the object is to indicate explicitly each "separation."

New York (N.Y.). Street Dept.
New York (State). Governor (1975-1982 : Carey)
Scottish Rite (Masonic order). Loggia Concordia
(Italy)

New York (N.Y.). Street Dept. Title of a work
#aNew York (N.Y.).#bStreet Dept.#tTitle of a work

New York (State). Governor (1975-1982 : Carey).
Title
#aNew York (State).#bGovernor (1975-1982 : Carey).
#tTitle

Catholic Church. Pope (1978 : John Paul II).
Redemptor hominis. English
#aCatholic Church.#bPope (1978 : John Paul II).
#tRedemptor hominis.#lEnglish

Young, J. A. (James Allan), 1934-

Smith, J. A. S. (John Alec Sydney). Title of a
work
#aSmith, J. A. S.#q(John Alec Sydney).#tTitle of a
work

c) *Quotation mark*. When a unit of a heading or a reference tracing ends with a quotation mark, add a period or place another mark of final punctuation inside the quotation mark.

Casa de la Cultura Ecuatoriana "Benjamin Carrión."
Sección de Ciencias Biológicas

Simposio "Antropólogos y Misioneros: Posiciones
Incompatibles?" (1985 : Bogota, Colombia)

Collección "El Chipote." Serie Temas de estudio

Name with "quote and (qualifier)." Title of a work
#aName with "quote and (qualifier)."#tTitle of a
work

Name with "quote and question mark?" Title of a
work
#aName with "quote and question mark?"#tTitle of a
work

Name with "quote (qualifier and question mark)?"
Title
#aName with "quote (qualifier and question mark)?"
#tTitle

Implementation

1) *General.* The decision to discontinue adding a period at the end of headings is a minor change in terms of its effect on headings but a major one in terms of the number of headings to be changed, and it will take a very long time to implement in all of its aspects. Given this fact, the intent is to proceed with a low-key approach.

With respect to documentation, the conventions described in these guidelines supersede all documentation that states the contrary (e.g., LCRIs, conversion manuals). That documentation and the examples used in it will gradually be changed as time and resources permit. The same low-key approach applies to changes to existing records in the name authority file. Staff will be asked to make changes according to the specifics described below.

2) *New records.* Apply the guidelines to newly created records.

3) *Records in an in-process state.* Staff actually working online to complete a record that is in an in-process state (e.g., the upgrade of an early notice record to a full one) as of the time stated for implementation are asked to check the heading and to adjust the punctuation to reflect these guidelines (usually this will be to remove a period).

4) *Previously verified records.* Make changes stimulated by these guidelines only when a record is to be changed for another reason; thus, if a record is searched to verify information but no other change is required, do not initiate any change.

a) *Periods at the end of headings (1XX fields).* Staff actually working online to change a machine record are asked to check the heading and to adjust the punctuation to reflect these guidelines (usually this will be to remove a period). For staff still submitting changes manually, it is understood that this check will be made as a standard part of the update procedure by the MARC Editorial Division and others that update online, and it is, therefore, neither necessary for catalogers or other staff actually to initiate the change by submitting a change request nor is it necessary to indicate the change on a change request being submitted for another reason.

b) *Name/title fields.* In general, staff are formally asked to make changes stimulated by these guidelines only when a field is being changed for another reason. This does not preclude, however, their making such changes in other fields if they notice them and they wish to make the changes.

(1) *Staff actually working online to change a machine record.* Such staff are not asked to check systematically for any name/title fields in a record to insure that the name portion is set off from the title portion by punctuation (usually by adding a period) as stated in these guidelines. Those who wish to, particularly in headings (1XX fields), may do so. If making another change to a name/title field, however, staff are asked also to check the punctuation conventions and make needed changes.

(2) *Catalogers and other staff submitting changes*

manually. Such staff are not asked to check systematically for any name/title fields in a record to verify the punctuation conventions. Those who wish to, particularly in headings (1XX fields), may do so. If making another change to a name/title field, however, staff are asked also to check the punctuation conventions and initiate needed changes.

MINIMAL LEVEL CATALOGING—SERIALS

Introduction

Minimal level cataloging (MLC) for serials occurs within the context of the CONSER Project. If a serial designated to receive MLC at LC is already represented by a record in the OCLC database, that record is used—even if it exemplifies full level cataloging. Otherwise, a newly created original MLC record is input to that data base. All MLC records (original or pre-existing) are authenticated, i.e., a code is added to field 042 (authentication agency code) that triggers the record's return to LC from OCLC on a tape to be loaded into the Library's master serials file in the same manner as for other authenticated serial records, including full level records.

MLC for serials began officially in May 1985 when the CONSER Minimal Level Cataloging Section was created in the Serial Record Division. Prior to that time MLC records were created as part of an experimental project to determine cost effectiveness.

Attributes of MLC Records

1) *Bases for determining components.* Elements of MLC serial records are governed by the following:

a) *National Level Bibliographic Record—Serials (NLBR-S).* The NLBR-S establishes the minimal elements necessary for a national level machine-readable record. MLC records adhere to these standards by always including at least those elements defined as mandatory or mandatory if applicable.

b) *Requirements of the CONSER Project.* Certain fields are necessary for the processing of a record and its proper identification in LC's machine catalog. These are field 001/010 (LC control number), field 012 (CONSER fixed field), and field 042 (authentication agency code). In addition, fields 850 (holdings) and 890 (Serial record entry) are added to all records.

c) *Individual decisions.* Additional fields (those defined as optional by NLBR-S) may be included in a record when the information is readily available. These fields usually consist of notes concerning frequency, numbering peculiarities, issuing bodies, or languages.

d) *Existing cataloging.* Records already available on OCLC are used in lieu of preparing new ones.

If the record used is a full one, the level remains full and none of the data elements in that record is deleted unless unquestionably incorrect. Thus, many serials that are processed at LC as minimal level are in fact represented by full level records containing all the descriptive elements of a full level record. (Such records may also contain subject headings but until recently they were tagged as local subject headings (690); since 1985 the regular series of tags for subjects has been used and these subject headings are observable in the LC master serials file.)

If the record used is minimal level, it remains as such. Records that are below the standard for MLC (i.e., tape-loaded or order level records) are upgraded to minimal level.

2) *Cataloging conventions*

a) *General.* For macroforms, newly created records are AACR 2; if pre-AACR 2 cataloging existing on the OCLC database is used, it is changed to AACR 2. For microforms, existing cataloging is used whenever possible, including online records and LC cataloging copy not yet in machine-readable form; pre-AACR 2 cataloging, however, is not changed to AACR 2. Any original cataloging for microforms is done as AACR 2 but exemplifies LC's policy for cataloging microforms under those rules.

b) *Headings.* Headings are searched in the LC name authority file on the OCLC database. If the heading is not found, the cataloger then searches the LC machine catalog to determine if the heading is represented by an authority record or has been used in a bibliographic record. If the heading is in the name authority file but in a form different from what would be used for AACR 2, it is referred to a full level serials cataloger to determine the AACR 2 form and to update the authority record. If the heading is not in the name authority file but has been used in a bibliographic record, that form is used unless it is different from the AACR 2 form, in which case it is referred to a full level serials cataloger to determine the AACR 2 form and to prepare an authority record. The objective is not to introduce discrepancies into the LC machine catalog.

If all headings used in a record are found in the authority file in AACR 2 form, field 042 is coded "lcl." If one or more headings is not represented in the authority file at all, field 042 is coded "msc"; this code is also used when there are no headings in the bibliographic record.

(1) *Name headings.* The MLC cataloger searches the name as described above. If no authority record or use in a bibliographic record is found, the cataloger formulates one according to AACR 2. When using an existing record, all headings are retained and are searched as described above. If the record is pre-AACR 2, a special subfield (#w) is added to the field for the heading in the OCLC record to indicate the authority status of the heading. (This subfield is not present in the record that is transmitted to LC and loaded into its master serials file.)

(2) *Series.* The MLC cataloger searches the series as described above. If a series authority record (SAR) is found and

(a) if the series is classified as a collection, analyzed or not, the serial is out of scope for MLC;

(b) if the items in the series are each classified separately, the serial is in scope for MLC and the tracing practice stated in the SAR is followed.

If no SAR is found and

(a) if the series is unnumbered, it is treated as untraced;

(b) if the series is numbered, the title of the serial analytic receives MLC treatment in LC but a full level serials cataloger prepares an SAR for the series and the tracing practice stated in the SAR is followed.

c) *Data elements.* Full or minimal level records existing in the OCLC database are used for serials given minimal level treatment at LC. When these records are used, information is never deleted unless it is unquestionably incorrect. Therefore, such records often contain additional fields that are not present in original LC MLC records. The following data elements are candidates for inclusion in

an original LC serial MLC record:

(1) *Fixed fields*

Physical description fixed field (microforms)
(007)
CONSER fixed field (012/19-22)
Beginning and ending dates of publication
Cataloging source
Country of publication
Encoding level (value "7" for original MLC)
Frequency
Language
Publication status
Regularity
Reproduction status
Successive/Latest entry
Type of serial

(2) *Variable fields*

Main entry heading (1XX)
Title and statement of responsibility (245)
Edition area (250)
Numeric and/or alphabetic, chronological, or other
designation area (used when first and/or last
issue in hand) (362, indicator 1 = Ø)
Publication, distribution, etc. area (260)
Physical description area (dimensions only) (300
#a)
Series area (4XX)
Notes: 1) Current frequency, when known (310); 2)
Source of title when other than title page (500);
3) Source of description when other than first
issue (500); 4) Reproduction note for microforms
(533); 5) Linking entry relationship note for
reprints (580)
Added entry (if title is main entry) (7XX)
Linking entries to earlier/later titles (780/785)
Series tracing (8XX)

(3) *LC/CONSER fields*

LC control number (sf-prefixed) (001/010)
Authentication field (code "msc" or "lcd") (042)
LC call number (WMLC or microform shelf number)
(050)
Holdings (850)
Serial record entry (890)
Numbered copy information (901) [limited use]

Categories of Serials Given MLC

1) *Newly received titles and Review before binding (RBB)*. This category includes newly received or reselected titles determined by the selection officer to be within the scope of MLC. These include titles in the areas of sports and recreation, applied arts and crafts, and genealogy. Also included are reprints and foreign language publications of low research value. These publications receive a "WMLC" shelf number (050).

2) *Serial arrearage*. Publications in the LC serial cataloging arrearage have been designated for MLC with the exception of those materials that are out of scope for MLC (see below). The serial arrearage contains titles added before 1971 and primarily in English and other European languages. These publications also receive a "WMLC" shelf number (050).

3) Microforms

a) *General.* Microform reproductions are given MLC based upon existing cataloging, when available, and information provided on a cataloging data sheet. This latter information consists of the physical description fixed field (007), the microform shelf number (050), and the reproduction note (533). This information is provided by the custodial division (e.g., Microform Reading Room, Law Library). Records are created for both purchased microforms and those produced by the Preservation Microfilming Office (PMO).

b) *Microform sets.* Analytic records are made for serials included in microform sets. These records contain the same elements listed above. The title of the set appears in the series area of the reproduction note (533, subfield †f) and in a series added entry, when the series is traced.

Serials That Are Out of Scope for MLC

Serials in series that are classified as a collection are excluded from MLC. In addition, the following categories of serials are out of scope and are given full level cataloging:

1) *Earlier/later titles, supplements, indexes.* Earlier or later titles, supplements, and indexes to titles that have been given full level cataloging receive full level cataloging and an appropriate LC call number to keep all the related titles in these categories together on the shelf.

2) *Law and music.* Macroform publications that would be classified in class K (law) or class M (music).

3) *Micropublications.* Publications originally issued in microform.

How to Recognize an MLC Record

Recognizing an MLC record in the master serials file is less straight forward than recognizing an MLC record in the monograph files, complicated by 1) the use of existing catalog records that may contain data elements not otherwise present in original MLC records, e.g., subject headings, and 2) the use of data elements common to other types of serial records. These factors make it necessary to understand the elements listed below and how they may be combined in order to determine whether the record being observed is either 1) an original serial MLC record or 2) a record for a serial that was processed at LC as MLC.

Original MLC records contain value "7" in the encoding level. Value "7" is also used, however, for other types of records, e.g., those created by the National Serials Data Program; thus this value alone does not identify a record as MLC. Full level records used for MLC contain value "ø" (blank; the material was at hand and examined when the record was created) or "1" (used for records created from existing cataloging when the item is not in hand—used only for MLC microforms).

3) *LC control number (fields 001/010).* Records created before 1984 as part of the experimental project for MLC contain the prefix "sn" in the LC control number; records created since that time contain the prefix "sf". Since neither of these prefixes is used exclusively for MLC, neither by itself necessarily indicates MLC.

4) *Authentication code (field 042).* Two authentication codes are used for MLC, "msc" or "lcd," unless the record has already been authenticated at a higher level. Since these codes are also used by other sections within the Serial Record Division and by self-

authenticating CONSER participants, the presence of one of these codes in the 042 field does not by itself necessarily indicate MLC.

5) *Shelf number (field 050)*. All serial publications in macroform that receive MLC treatment are assigned a serial MLC shelf number. Serial publications that are in microform, however, are assigned a microform shelf number regardless of whether they receive full or minimal level cataloging.

a) *MLC shelf number*. The MLC shelf number comprises four components, each separated by a space.

(1) The first component consists of the letters "WMLC" (W = serial; MLC = minimal level cataloging).

(2) The second component is a letter representing size (L = large; F = folio).

(3) The third component is a number consisting of the last two digits of a year, a slash, and a consecutively assigned number. For serials, no attempt is made to have the year reflect the year of cataloging.

(4) The fourth component is a custodial assignment enclosed within angle brackets.

WMLC L 83/1975 <Ser>
WMLC F 83/15 <Ser>

b) *Microform shelf number*. The post-1982 shelf number contains components as follows: The first component is always the type of microform, e.g., Microfilm. As applicable, the next component may be "(o)" when the serial is incomplete at the time the shelf number is assigned; if the serial is complete, this designation is omitted. The next component is always a number consisting of the last two digits of a year, a slash, and a consecutively assigned number. The last component is always a custodial assignment enclosed within angle brackets.

Microfilm (o) 84/5540 <MicRR>
Microfilm 82/20,037 <Mus>
Microfilm 85/10046 <LL>

Before 1982, microform shelf numbers consisted of a designation of microform (e.g., Microfilm) followed by a number. For microfiche, the number may actually be an LC class number. For microfilm, the number is sometimes followed by a space and one or more letters of an LC class. When records containing old microform shelf numbers are currently input, a custodial assignment is added.

Microfiche D839.3
Microfilm 05030 PC
Microfilm 07559 <MicRR>

6) *Summary*. Below is a guide to using the data elements described above in judging some of the aspects of serial MLC records most likely to be of interest to catalogers.

a) *Authoritative headings*. Are the name headings in a record represented by an authority record containing the AACR 2 form of the heading? Determine this by the code appearing in the 042 field. If the code is "lcd" all headings are so represented and are "authoritative." If the code is "msc" at least one heading is not authoritative. If there is more than one heading in a record, one must search each individually to determine the mix of authoritativeness (i.e., whether one, some, or none is authoritative). (Note: Although MLC catalogers normally use only one heading in their records, full

level records used by LC may contain more than one; these headings are never deleted.)

b) *MLC record.* Is the record an MLC record? If the record is for a serial in macroform, the following elements indicate that it is minimal:

Encoding level (7)
LC control number ("sf"-prefixed number)
LC call number (WMLC shelf number)

If the record is for a serial in microform, the following elements indicate that it is minimal:

Encoding level (7 or 1)
LC control number ("sf"-prefixed number)

c) *Serial minimally processed by LC.* Does the record represent a serial that has been processed minimally at LC? If the record is for a serial in macroform, the LC call number is a WMLC shelf number; if the record is for a serial in microform, the LC control number is an "sf"-prefixed number and the authentication code in the 042 field is "lcd" or "msc."

MLC Records in the Context of the Machine Catalog

1) *General.* MLC records are official catalog records and they are candidates for maintenance to the same degree and under the same procedures as that for full records.

2) *Authority work.* Headings used in MLC records are all in AACR 2 form; they may or may not be represented by an authority record. Those represented by an authority record may or may not have been coded for AACR 2. When preparing an authority record or when coding an existing authority record for AACR 2 and the name/series is represented in MLC, reconsider the AACR 2 form of the name/series used in MLC; take into account the MLC statement(s) of responsibility. In constructing the heading, use any important information from the MLC heading. Cite the MLC record as the source of any information not appearing elsewhere.

In establishing a name/series that conflicts with an MLC heading, resolve the conflict as follows:

1) attempt to distinguish the new heading by following normal procedures for resolving conflicts;

2) if the new heading cannot be distinguished but in the course of the attempt information is found that will distinguish the heading on the MLC record, do the authority work needed for that heading and change any catalog records accordingly.

3) *Record/catalog maintenance*

a) *General.* Apply to MLC records the normal maintenance policy; MLC records are official catalog records and are fully maintained if the record contains the data element that is a candidate for change. When a heading (name or series) is being established for AACR 2, MLC records already in the machine catalog must be changed as necessary to bring them into agreement with the heading on the name/series authority record.

b) *Series.* When it comes to the attention of a cataloger that the treatment of a series in an MLC record is inaccurate, it is the cataloger's responsibility to initiate a change to correct it. (It may be necessary to change the series from untraced to traced.)

Distribution

All serial MLC records are distributed on tape by the Cataloging Distribution Service as part of the MARC Distribution Service—Serials.

SUBJECT CATALOGING

SUBJECT HEADINGS OF CURRENT INTEREST

Weekly Lists 20-32, 1987

Chernobyl Nuclear Accident, Chernobyl', Ukraine, 1986
Deinstitutionalization (*May Subd Geog*)
Drug testing (*May Subd Geog*)
Early retirement (*May Subd Geog*)
Folk-rock music (*May Subd Geog*)
Full-day kindergarten (*May Subd Geog*)
Human immunodeficiency virus antibodies
Managed care plans (Medical care) (*May Subd Geog*)
Microcomputer workstations (*May Subd Geog*)
Nonsmoking areas (*May Subd Geog*)
Risk assessment (*May Subd Geog*)
School-based child care (*May Subd Geog*)
Videocassettes
Voyager (Airplane)
Women's shelters (*May Subd Geog*)

REVISED LC SUBJECT HEADINGS

Beginning with issue no. 32 (spring 1986), a complete listing of all changed or cancelled LC subject headings, together with their replacement headings or explanations of cancellations, has appeared as a regular feature in *Cataloging Service Bulletin*. In response to reaction from users of the list, its format is being changed effective with this issue. Although the list will still be complete, individual headings will appear alphabetically only if the basic portion of the heading, i.e. the "a" subfield, has been changed or cancelled or if the change is specific to just one heading. When a heading with one or more subdivisions has been changed to a new form with the same subdivisions, only the heading itself will be listed together with the notation (*and subdivisions*). When one subdivision has been changed under a number of headings, a single general description of the change will be provided at the end of the list together with the specific headings affected. The list below comprises headings that were changed or cancelled on weekly lists 17-30, 1987.

<i>Cancelled heading</i>	<i>Replacement heading</i>
Acetophenetidin	Phenacetin
Afara (African tribe)	Afar (African people)
Afro-American school superintendents and principals	Afro-American school principals (<i>May Subd Geog</i>) Afro-American school superintendents (<i>May Subd Geog</i>)
Alcoholics—Psychology	Alcoholism—Psychological aspects
Alur (African tribe)	Alur (African people)
American saddle horse	American saddlebred horse

Anang (African tribe)	Anang (African people)
Angoni (and subdivisions)	Ngoni (African people) (and subdivisions)
Apostles Creed	Apostles Creed (An identical name heading)
AppleWorks (Computer program)	AppleWorks (Computer program) (An identical name heading)
Arusha (African tribe)	Arusha (African people)
Baamba (African tribe)	Baamba (African people)
Babunda (African tribe)	Babunda (African people)
Babwende (Bantu tribe)	Babwende (African people)
Baikal-Amur Railroad	Baikal-Amurskaya magistral' (A name heading)
Bakoko (African tribe)	Bakoko (African people)
Balese (African tribe)	Balese (African people)
Banen (African tribe)	Banen (African people)
Banyang (Bantu tribe)	Banyang (African people)
Baptists—Catechisms and creeds	Baptists—Catechisms Baptists—Creeds
Barons' War, 1263-1267	Great Britain—History—Barons' War, 1263-1267
Basel, Council of, 1431-1449	Council of Basel (1431-1449) (A name heading)
Basilians in Albania, [Italy, the Sinaitic Peninsula, etc.]	Basilians—[place]
Basketball officiating	Basketball—Officiating
Batetela (African tribe)	Batetela (African people)
Battas (African tribe)	Battas (African people)
Betatron	Betatrons (May Subd Geog)
Bhaca (African tribe)	Bhaca (African people)
Bible Christians	Bible Christians (An identical name heading)
Bira (Bantu tribe)	Bira (African people)
Bisio (Bantu tribe)	Bisio (African people)
Black-eyed Pea Jamboree	Black-Eyed Pea Jamboree, Athens, Tex.
Blues (Songs, etc.)	Blues (Music) (May Subd Geog)
Bomvana (African tribe)	Bomvana (African people)
Bondelswarts (African tribe)	Bondelswarts (African people)

Bronchoscope and bronchoscopy	Bronchoscopes (<i>May Subd Geog</i>) Bronchoscopy (<i>May Subd Geog</i>)
Brothers of the Christian Schools	Christian Brothers (<i>A name heading</i>)
Budja (African tribe)	Budja (African people)
Bukusu (Bantu tribe)	Bukusu (African people)
Bulu (Bantu tribe)	Bulu (African people)
Caesarea	Caesarea (Israel) (<i>A name heading</i>)
Calypso (Songs, etc.)	Calypso (Music) (<i>May Subd Geog</i>)
Camden, S.C., Battle of, 1780	Camden (S.C.), Battle of, 1780
Carols, Argentine, [Dutch, English, etc.]	Carols, Czech, [Dutch, English, etc.]
Cassel, France, Battle of, 1328	Cassel (France), Battle of, 1328
Cassel, France, Battle of, 1677	Cassel (France), Battle of, 1677
Castro, Italy, War of, 1642-1644	Castro, War of, 1642-1644 (<i>An existing heading</i>)
Cataloging of machine-readable data files	Cataloging of computer files
Catholic Church—Exhibitions and museums	Catholic Church—Exhibitions Catholic Church—Museums
Catoptrromancy	Magic mirrors (<i>May Subd Geog</i>)
Central of Georgia Railway	Central of Georgia Railway (<i>An identical name heading</i>)
Chantilly, Va., Battle of, 1862	Chantilly (Va.), Battle of, 1862
Cheat Mountain, W.Va., Battle of, 1861	Cheat Mountain (W. Va.), Battle of, 1861
Chewa (African tribe)	Chewa (African people)
China—History—Northern Sung dynasty, 420-479	China—History—Liu Sung dynasty, 420-479
Chopi (African tribe)	Chopi (African people)
Chrysolite	Olivine (<i>May Subd Geog</i>)
Cistercians	Cistercians (<i>An identical name heading</i>)
Civil service—Salaries	Civil service—Salaries, etc.
Civil service pensions	Civil service—Pensions
Civil service pensions—Law and legislation	

Civil service pensions— Accounting	Civil service—Pensions— Accounting
Civil service pensions— Accounting—Law and legislation	
Civil service pensions—Cost-of- living adjustments	Civil service—Pensions—Cost-of- living adjustments
Civil service pensions—Cost-of- living adjustments—Law and legislation	
Civil service pensions—Taxation	Civil service—Pensions—Taxation
Civil service pensions— Taxation—Law and legislation	
Civil service pensions—Unclaimed benefits	Civil service—Pensions— Unclaimed benefits
Collective labor agreements—Drug trade	Collective labor agreements— Pharmaceutical industry (<i>May Subd Geog</i>)
College students' socio-economic status	College students—Economic conditions College students—Social conditions
College teachers' socio-economic status	College teachers—Economic conditions College teachers—Social conditions
Construction industry—Noise control	Construction industry—Noise
Counseling ethics	Counseling—Moral and ethical aspects Counselors—Professional ethics (<i>May Subd Geog</i>)
Cow testing associations	Cow testing—Societies, etc.
Crystal-gazing	Crystal gazing (<i>May Subd Geog</i>)
Cuba—History—Revolution, 1895- 1898—Registers, lists, etc.	Cuba—History—Revolution, 1895- 1898—Registers
dBASE III (Computer program)	dBASE III (Computer program) (<i>An identical name heading</i>)
dBASE III PLUS (Computer program)	dBASE III PLUS (Computer program) (<i>An identical name heading</i>)
Democratic Party	Democratic Party (U.S.) (<i>A name heading</i>)
Democratic Party. Connecticut	Democratic Party (Conn.) (<i>A name heading</i>)
Desert Encroachment Control and Rehabilitation Programme	Desert Encroachment Control and Rehabilitation Programme (Sudan) (<i>A name heading</i>)
Desertification—Sudan—Control	Desertification—Control—Sudan

Diathesis	Disease susceptibility (<i>May Subd Geog</i>)
Dodoth (African tribe)	Dodoth (African people)
Dog breeders' societies	Dogs—Breeding—Societies, etc.
Drug trade (<i>and subdivisions</i>)	Pharmaceutical industry (<i>May Subd Geog</i>) (<i>and subdivisions</i>)
Dumb-bells	Dumbbells (<i>May Subd Geog</i>)
Educational associations	Education—Societies, etc.
Elementary school students' socio-economic status	School children—Economic conditions School children—Social conditions
Elgeyo (African tribe)	Elgeyo (African people)
Endoscope and endoscopy	Endoscopes (<i>May Subd Geog</i>) Endoscopy (<i>May Subd Geog</i>)
Esophageal stenosis	Esophagus—Stenosis (<i>May Subd Geog</i>)
Exceptional children—Education (<i>and further subdivisions</i>)	Special education (<i>May Subd Geog</i>) (<i>and subdivisions</i>)
Executives—Salaries, pensions, etc.	Executives—Pensions (<i>May Subd Geog</i>) Executives—Salaries, etc. (<i>May Subd Geog</i>)
Executives—Salaries, pensions, etc.—Accounting	Executives—Pensions—Accounting Executives—Salaries, etc.— Accounting
Executives—Salaries, pensions, etc.—Cost-of-living adjustments	Executives—Salaries, etc.—Cost- of-living adjustments (<i>May Subd Geog</i>)
Executives—Salaries, pensions, etc.—Law and legislation	Executives—Pensions—Law and legislation (<i>May Subd Geog</i>) Executives—Salaries, etc.— Law and legislation (<i>May Subd Geog</i>)
Fort William Henry, N.Y., Capture of, 1757	Fort William Henry (N.Y.)— Capture, 1757
Fiction, Autobiographic	Autobiographical fiction
Fieldball officiating	Fieldball—Officiating
Funeral rites and ceremonies, Ngadju (Indonesian people)	Funeral rites and ceremonies, Ngaju (Indonesian people)
Gade (African tribe)	Gade (African people)
Gall-bladder (<i>and subdivisions</i>)	Gallbladder (<i>and subdivisions</i>)

Garos	Garos (Indic people)
Gallas	Oromo (African people)
Gastroscope and gastroscopy	Gastrosopes (<i>May Subd Geog</i>) Gastroscopy (<i>May Subd Geog</i>)
Ghoya (Bantu tribe)	Ghoya (African people)
Gisu (Bantu tribe)	Gisu (African people)
Great Britain—History—Edward I— III, 1272-1377	Great Britain—History—Edward I, 1272-1307 Great Britain—History—Edward I, II, 1272-1327 Great Britain—History—Edward II, 1307-1327 Great Britain—History—Edward II, III, 1307-1377 Great Britain—History—Edward III, 1327-1377 (<i>Existing headings</i>)
Grochów, Poland (Warsaw), Battle of, 1831	Grochów (Warsaw, Poland), Battle of, 1831
Guides for hunters, fishermen, etc.	Fishing guides (<i>May Subd Geog</i>) Hunting guides (<i>May Subd Geog</i>)
Gwari (African tribe)	Gwari (African people)
Hadjerai (African tribe)	Hadjerai (African people)
Haiti—History—1934-	Haiti—History—1934-1986 Haiti—History—1986-
Hammudites Hammudites in Spain, [etc.]	Hammudid dynasty
Hanya (Bantu tribe)	Hanya (African people)
High school equivalency examination	High school equivalency examinations (<i>May Subd Geog</i>)
High school students' socio-economic status	High school students—Economic conditions High school students—Social conditions
Home equity access accounts	Home equity loans (<i>May Subd Geog</i>)
Hospitals—Staff—Salaries, pensions, etc.	Hospitals—Staff—Pensions (<i>May Subd Geog</i>) Hospitals—Staff—Salaries, etc. (<i>May Subd Geog</i>)
Houston Oilers (Football team)	Houston Oilers (Football team) (<i>An identical name heading</i>)
Independence National Historical Park (Pa.)	Independence National Historical Park (Philadelphia, Pa.)
Inheritance and succession (Angoni law)	Inheritance and succession (Ngoni law)
Interplanetary magnetic field	Interplanetary magnetic fields

Irish American associations, institutions, etc.	Irish Americans—Societies, etc.
Izumo (Japan : Region)	Izumo Region (Japan)
Jie (African tribe)	Jie (African people)
Jugglers and juggling	Jugglers (<i>May Subd Geog</i>) Juggling (<i>May Subd Geog</i>)
Kagoro (African tribe)	Kagora (African people)
Kananaskis Provincial Park (Alta.)	Peter Lougheed Provincial Park (Alta.)
Kannada language—Dialects— Havyaka	Havyaka dialect (<i>May Subd Geog</i>)
Kelly's Ford, Va., Battle of, 1863	Kelly's Ford (Va.), Battle of, 1863
Kendari language	Tolaki language (<i>May Subd Geog</i>)
Kiel Bay	Kiel Bay (Germany)
Kindergartens	Kindergarten facilities (<i>May Subd Geog</i>)
King, Martin Luther—Monuments	King, Martin Luther, Jr., 1929-1968—Monuments
Kissi (African tribe)	Kissi (African people)
Konkomba (African tribe)	Konkomba (African people)
Kono (African tribe)	Kono (African people)
Koro (African tribe)	Koro (African people)
Krobo (African tribe)	Krobo (African people)
Kuban River (R.S.F.S.R. and Georgian S.S.R.)	Kuban River (R.S.F.S.R.)
Kurumba (African tribe)	Kurumba (African people)
Kwaya (African tribe) (<i>and subdivision</i>)	Kwaya (African people) (<i>and subdivision</i>)
Lancaster, Pa., Massacre at, 1763	Conestoga Massacre, Pa., 1763
Lango (African tribe)	Lango (African people)
Laryngoscope and laryngoscopy	Laryngoscopes (<i>May Subd Geog</i>) Laryngoscopy (<i>May Subd Geog</i>)
Latuka (African tribe)	Latuka (African people)
Law, Angoni	Law, Ngoni (African people)
Lear, King	Lear, King (Legendary character)
Lele (Bantu tribe)	Lele (African people)
Lewes, Eng., Battle of, 1264	Lewes (East Sussex), Battle of, 1264

Liverpool and Manchester Railway	Liverpool and Manchester Railway <i>(An identical name heading)</i>
Livestock associations	Livestock—Societies, etc.
Logbara (African tribe)—Medicine	Lugbara (African people)— Medicine
Lotus 1-2-3 (Computer program)	Lotus 1-2-3 (Computer program) <i>(An identical name heading)</i>
Luenas (Bantu tribe)	Luenas (African people)
Luguru (Bantu tribe)	Luguru (African people)
Lulab (Jewish cultus)	Lulav
Lump-fish	Lumpfish <i>(May Subd Geog)</i>
Lump-fish fisheries	Lumpfish fisheries <i>(May Subd Geog)</i>
Lusatia, Lower (Germany)	Lower Lusatia (Germany) <i>(A name heading)</i>
Lutheran Church—Biography	Lutherans—Biography
Luvale (Bantu tribe)	Luvale (African people)
Maban (Nilotic tribe)	Maban (African people)
Machine-readable data files	Computer files
Makhanyas (Zulu tribe)	Makhanyas (African people)
Makonde (Bantu tribe)	Makonde (African people)
Mamvu (African tribe)	Mamvu (African people)
Mandjaks (African tribe)	Mandjak (African people)
Mano (African tribe)	Mano (African people)
Marriage, Mixed	Intermarriage <i>(May Subd Geog)</i> Interfaith marriage <i>(May Subd Geog)</i>
Marriage, Mixed (Canon law)	Interfaith marriage (Canon law)
Marriage, Mixed (Islamic law)	Interfaith marriage (Islamic law)
Marriage, Mixed (Jewish law)	Interfaith marriage (Jewish law)
Marriage, Mixed (Roman law)	Interfaith marriage (Roman law)
Marriage, Mixed, in literature	Interfaith marriage in literature
Marriage rites and customs, Kwaya	Marriage rites and customs, Kwaya <i>(African people)</i>
Marrow <i>(and subdivisions)</i>	Bone marrow <i>(and subdivisions)</i>
Marrow cells	Bone marrow cells

Medical personnel—Salaries, pensions, etc.	Medical personnel—Pensions (<i>May Subd Geog</i>)
	Medical personnel—Salaries, etc. (<i>May Subd Geog</i>)
Menabe (Madagascan tribe)	Menabe (Malagasy people)
Mexican American studies	Mexican Americans—Study and teaching (<i>May Subd Geog</i>)
Military service, Compulsory	Draft (<i>May Subd Geog</i>)
Military service, Compulsory—Draft resisters	Draft resisters (<i>May Subd Geog</i>)
Militia of Mary Immaculate	Militia of Mary Immaculate (<i>An identical name heading</i>)
Mind-reading	Telepathy (<i>An existing heading</i>)
Mirrors, Magic	Magic mirrors (<i>May Subd Geog</i>)
Missions to Angoni	Missions to Ngoni (African people)
Missions to Gallas	Missions to Oromo (African people)
Missions to Garos	Missions to Garo (Indic people)
Missions to Kagoro (African tribe)	Missions to Kagoro (African people)
Missions to Wambulu (African tribe)	Missions to Iraqw (African people)
Modesty (Islam)	Modesty—Religious aspects—Buddhism, [Christianity, etc.]
Modesty (Judaism)	
Monuments—Preservation (<i>and further subdivisions</i>)	Monuments—Conservation and restoration (<i>and further subdivisions</i>)
Mukulehe (African tribe)	Mukulehe (African people)
Music, Popular (Songs, etc.) (<i>and subdivisions</i>)	Popular music (<i>May Subd Geog</i>) (<i>and subdivisions</i>)
Mycostatin	Nystatin
Myrtle (Jewish cultus)	Myrtle (Sukkot)
Naron tribe	Naron (African people)
National socialism and occult sciences	National socialism and occultism
Natural history societies	Natural history—Societies, etc.
Ndiki (African tribe)	Ndiki (African people)
Ngadju (Indonesian people) (<i>and subdivision</i>)	Ngaju (Indonesian people) (<i>and subdivision</i>)
Ngombe (Bantu tribe)	Ngombe (African people)

Nicene Creed	Nicene Creed (An identical name heading)
Nursery school teachers (and subdivisions)	Preschool teachers (May Subd Geog) (and subdivisions)
Nyanja (African tribe)	Nyanja (African people)
Occult sciences (and subdivisions)	Occultism (and subdivisions)
Occult sciences, Muslim	Occultism, Islamic (May Subd Geog)
Occult sciences and criminal investigation	Occultism and criminal investigation
Olympic games (and subdivisions)	Olympics (and subdivisions)
Olympic games in art	Olympics in art
Olympic games (in numismatics)	Olympics (in numismatics)
Oratorians	Oratorians (An identical name heading)
Ornithological societies	Ornithology—Societies, etc.
Osiris	Osiris (Egyptian deity) (May Subd Geog)
Oswego, Fort, Capture of, 1756	Fort Oswego (Oswego, N.Y.)— Capture, 1756
Otoscope	Otosopes (May Subd Geog)
Oudenaarde, Belgium, Battle of, 1708	Oudenaarde (Belgium), Battle of, 1708
Ourique, Battle of, July 25, 1139	Ourique, Battle of, 1139
Pare (Bantu tribe)	Pare (African people)
Paulist Fathers	Paulist Fathers (An identical name heading)
Peninsula, Battle of the, Sept. 29, 1812	Peninsula, Battle of the, 1812
Percussion and hurdy-gurdy music	Hurdy-gurdy and percussion music
Peritoneoscopy	Laparoscopy (May Subd Geog) (An existing heading)
Phalaborwa (Bantu tribe)	Phalaborwa (African people)
Philological societies	Philology—Societies, etc.
Physical education and training— Moral and religious aspects	Physical education and training— Moral and ethical aspects Physical education and training— Religious aspects
Piarists	Piarists (May Subd Geog) (An identical name heading)

Plattsburgh, N.Y., Battle of, 1814	Plattsburgh (N.Y.), Battle of, 1814
Pogoro (Bantu tribe)	Pogoro (African people)
Pokomo (Bantu tribe)	Pokomo (African people)
Polish National Catholic Church of America	Polish National Catholic Church of America (An identical name heading)
Poor Clares	Poor Clares (An identical name heading)
Pottery figures, Greek	Pottery figures—Greece
Poverty (Virtue)	Poverty—Religious aspects— Christianity
Poverty (Virtue)—Biblical teaching	Poverty—Biblical teaching
Presbyterian Church—Biography	Presbyterians—Biography
Princeton Theology	Princeton theology
Property (Angoni law)	Property (Ngoni law)
Prophecies (Occult sciences)	Prophecies (Occultism) (May Subd Geog)
Pu-i (Tribe)	Pu-i (Chinese people)
Qaba (Bantu tribe)	Qaba (African people)
Ragweed	Ragweeds (May Subd Geog)
Railroad societies	Railroads—Societies, etc.
Reading, Teachers of	Reading teachers (May Subd Geog)
Recollets (Franciscan) (and subdivision)	Franciscan Recollects (May Subd Geog) (and subdivision)
Religion—Exhibitions and museums	Religion—Exhibitions Religion—Museums
Rice processing	Rice—Processing
Rice processing machines	Rice—Processing—Machinery
Rifamycin	Rifamycins
Saho (African tribe)	Saho (African people)
School superintendents and principals (and subdivisions)	School principals (May Subd Geog) (and subdivisions) School superintendents (May Subd Geog) (and subdivisions)
Segregation in sports	Discrimination in sports (May Subd Geog)

Semikhah	Rabbis—Ordination
Senigallia, Italy, Battle of, 1643	Senigallia (Italy), Battle of, 1643
Šiauliai, Lithuania (City), Battle of, 1236	Šiauliai (Lithuania), Battle of, 1236
Sinn Fein	Sinn Fein (An identical name heading)
Skylab Program	Skylab Program (An identical name heading)
South Pacific literature (English)	Oceanian literature (English)
Sphinxes	Sphinxes (Mythology)
St. Aubin family	Saint Aubin family
St. Bartholomew's Day, Massacre of, 1572	Saint Bartholomew's Day, Massacre of, France, 1572
St. Christopher, Battle of, 1782	Saint Kitts, Battle of, 1782
St. Martin's Day	Saint Martin's Day
St. Mihiel, Battle of, 1918	Saint-Mihiel (France), Battle of, 1918
St. Patrick's Day	Saint Patrick's Day (May Subd Geog)
St. Patrick's Day addresses	Saint Patrick's Day addresses
St. Vincent (Cape), Battle of, 1797	Saint Vincent, Cape (Portugal), Battle of, 1797
St. Vitus Day	Saint Vitus Day
Stethoscope	Stethoscopes (May Subd Geog)
Stock-exchange and occult sciences	Stock-exchange and occultism
Student counselors, Training of	Students counselors—Training of (May Subd Geog)
Student travel	Students—Travel (May Subd Geog)
Sukkoth	Sukkot
Sukkoth sermons	Sukkot sermons
Suks	Suk (African people)
Suomussalmi, Finland, Battle of, 1939	Suomussalmi (Finland), Battle of, 1939
Swimming officiating	Swimming—Officiating
Teachers—Salaries, pensions, etc.	Teachers—Pensions (May Subd Geog) Teachers—Salaries, etc. (May Subd Geog)

Teachers—Salaries, pensions, etc.—Law and legislation	Teachers—Pensions—Law and legislation (<i>May Subd Geog</i>) Teachers—Salaries, etc.—Law and legislation (<i>May Subd Geog</i>)
Teachers of exceptional children (<i>and subdivisions</i>)	Special education teachers (<i>May Subd Geog</i>)
Teachers' socioeconomic status	Teachers—Economic conditions Teachers—Social conditions
Telecommunication—Cases	Telecommunication—Law and legislation—Cases
Temperance societies	Temperance—Societies, etc. (<i>An existing heading</i>)
Thyme	Thymes (<i>May Subd Geog</i>)
Todas	Toda (Indic people)
Trade-unions—Drug trade employees	Trade unions—Pharmaceutical industry employees (<i>May Subd Geog</i>)
Trappists	Trappists (<i>An identical name heading</i>)
T'ung (Chinese people)	Tung (Chinese people) (<i>May Subd Geog</i>)
United States—Officials and employees—Appointment, qualifications, tenure, etc.	United States—Officials and employees—Selection and appointment
United States—Officials and employees—Salaries, allowances, etc.	United States—Officials and employees—Salaries, etc. (<i>May Subd Geog</i>)
United States—Officials and employees—Salaries, allowances, etc.—Cost-of- living adjustments	United States—Officials and employees—Salaries, etc.— Cost-of living adjustments (<i>May Subd Geog</i>)
United States. Dept. of Agriculture—Appointments, promotions, salaries, etc.	United States. Dept. of Agriculture—Officials and employees—Promotions United States. Dept. of Agriculture—Officials and employees—Salaries, etc. (<i>May Subd Geog</i>) United States. Dept. of Agriculture—Officials and employees—Selection and appointment
Ushi (African tribe)	Ushi (African people)
Valenge (African tribe)	Valenge (African people)
Vocational teachers' socio-economic status	Vocational teachers—Economic conditions Vocational teachers—Social conditions
Wages—Drug trade employees	Wages—Pharmaceutical industry employees (<i>May Subd Geog</i>)

Wages—Medical personnel	Medical personnel—Salaries, etc. (<i>May Subd Geog</i>)
Wambulu (African tribe)	Iraqw (African people)
Wanga (Bantu tribe)	Wanga (African people)
Wanyaturu (Bantu tribe)	Wanyaturu (African people)
Washington, Treaty of, 1871	Great Britain. Treaties, etc. United States, 1871 May 8 (<i>A uniform title</i>)
Wickiser family	Wickizer family
Willow (Jewish cultus)	Willow (Sukkot)
Winter Olympic Games	Winter Olympics
Wogo (African tribe)	Wogo (African people)
Women, Lango (African tribe)	Women, Lango (African people)
Women in moving-pictures	Women in motion pictures
Women's networks	Women—Social networks
Youth travel	Youth—Travel (<i>May Subd Geog</i>)

Headings of the type [organ of the body]—Exploration have been changed to [organ of the body]—Examination. This change has been made under the following headings: Alimentary canal; Bladder; Digestive organs; Esophagus; Stomach; Urinary organs.

Headings of the type [topic]—Formulae, tables, etc. have been changed to [topic]—Formulae and [topic]—Tables. This change has been made under the following headings: Artists' materials; Ceramics; Glazes; Photography; Pottery.

Headings of the type [class of persons]—Socioeconomic status have been changed to [class of persons]—Economic conditions and [class of persons]—Social conditions. This change has been made under the following headings: Aged; Artists; Blind; Blood donors; Cancer—Patients; Chronically ill; Clerks; Dancers; Ex-convicts; Farmers; High school teachers; Hospital patients; Hunters; Junior high school students; Lepers; Mentally handicapped children; Mentally ill; Minorities; Painters; Samurai; Sick; Students; Teachers of the deaf.

DIRECT VS. INDIRECT LOCAL SUBDIVISION

In *Cataloging Service Bulletin*, No. 35 (Winter 1987), the Subject Cataloging Division announced that it was considering a proposal to discontinue indirect geographic subdivision of headings in favor of direct subdivision and invited interested librarians to offer their opinions and comments on the proposal. The invitation elicited a highly vocal response from the American library community, as well as reaction from several libraries in Canada and abroad. As of this writing, 167 letters on the topic have been received in the division, of which 17% were expressions of support for the proposal, 80% in opposition, and 3% mixed opinion.

Opponents of the proposal, as well as those who viewed it as premature, consistently made several points. They argued that the state of American library automation is not yet sufficiently advanced to sacrifice the collocation function of indirect subdivision in favor

of keyword and Boolean searches or retrieval by means of geographic area codes. Many who held this position stated that the majority of American libraries still use card catalogs and that even those with online catalogs do not for the most part use systems sophisticated enough to fully exploit direct subdivision. They pointed out, for example, that many geographic qualifiers are abbreviated in accordance with AACR 2 and that it would require either a system that has keyword searching with truncation capability or a search for both a full and an abbreviated form of name in order to retrieve all of the material involving a particular place. Finally, there was a consensus among opponents of the proposal that the work that would be involved in updating existing catalogs, whether manual or online, would be prohibitive and would outweigh any benefits to be derived from making this change.

After giving these views serious consideration, the Subject Cataloging Division deferred a final decision until the issue could be discussed at a meeting of the ALA RTSD CCS Subject Analysis Committee in San Francisco in June 1987. At the conclusion of that discussion, Mary K.D. Pietris, chief of the division, announced that a change to direct subdivision would not be made in the foreseeable future.

The Subject Cataloging Division is most grateful to those who took the time to give this issue their consideration and to express their opinions so forcefully.

PUBLICATIONS

MULTIPLE THESAURI IN ONLINE LIBRARY BIBLIOGRAPHIC SYSTEMS

Bringing multiple controlled-language vocabularies online in ways that are useful both to librarians and to untrained library users is explored in a report prepared under contract for Processing Services by Carol A. Mandel (director of the Technical Services Group, Columbia University Libraries). This 94-page report entitles *Multiple Thesauri in Online Library Bibliographic Systems*, report on state-of-the-art technology as it is being used throughout the United States.

As libraries bring specialized catalogs online, searching library catalogs begins to replicate, on a more modest scale, searching multiple databases. The problem is of more concern for libraries than for other database providers because library online catalogs are intended for direct search by library users as well as by professionals. Ms. Mandel's publication addresses this problem at the Library of Congress and explores strategies for both both short-term and long-term options.

Multiple Thesauri in Online Library Bibliographic Systems is available for \$15.00 from the Customer Services Section, Cataloging Distribution Service, Library of Congress, Washington, D.C. 20541, (202) 287-6100.

NATIONAL UNION CATALOG: BOOKS CUMULATIVE INDEX, 1983-86

The *National Union Catalog: Books Cumulative Index, 1983-86* provides access to the 1983, 1984, 1985, and 1986 register records. Since most citations in the cumulative index include author, title, place of publication, date of publication, and Library of Congress card and classification numbers, the index itself can often serve as a ready reference.

The microfiche is color-coded according to name, title, subject, and series. It may be ordered from the Customer Services Section, Cataloging Distribution Service, Library of Congress, Washington, D.C. 20541, (202) 287-6100 for \$220 (domestic) or \$250 (international).

ROMANIZATION

ARMENIAN

This table is based on the phonetic values of Classical and East Armenian.⁶

Ա	ա	Ա	ա	
Բ	բ	Բ	բ	[P p] ⁶
Գ	գ	Գ	գ	[K k] ⁶
Դ	դ	Դ	դ	[T t] ⁶
Ե	ե	{ E	e ⁷	
		{ Y	y ⁷	
Զ	զ	Զ	զ	
Է	է	Է	է	
Ը	ը	Ը	ը	
Թ	թ	Թ	թ	
Ճ	ճ	Ճ	ճ	
Ի	ի	Ի	ի	
Լ	լ	Լ	լ	
Խ	խ	Խ	խ	
Մ	մ	Մ	մ	
Կ	կ	Կ	կ	[Dz dz] ^{6,8}
Գ	գ	Գ	գ	[G g] ⁶
Հ	հ	Հ	հ	
Ջ	ճ	Ջ	ճ	[Ts ts] ^{6,8}
Ղ	ղ	Ղ	ղ	
Ճ	ճ	Ճ	ճ	[J j] ⁶
Մ	մ	Մ	մ	
Յ	յ	{ Y	y ⁹	
		{ H	h ⁹	

⁶The variant phonetic values of West Armenian are included in brackets but are intended solely for use in preparing references from West Armenian forms of names when this may be desirable.

⁷This value is used only when the letter is in initial position of a name and followed by a vowel, in Classical orthography.

⁸The acute accent is placed between the two letters representing two different sounds when the combination might otherwise be read as a digraph (e.g., Գճ ՆՈՒ Ե՛՛Ի D'znuni).

⁹This value is used only when the letter is in initial position of a word or of a stem in a compound, in Classical orthography.

ν ν	N n	
ϰ ϰ	Sh sh ⁸	
η η	O o	
ϰ ϰ	Ch ⁶ ch ⁶	
π π	P p	[B b] ⁶
ϰ ϰ	J j	[Ch ch]
ϰ ϰ	R r	
U u	S s	
ϰ ϰ	V v	
S un	T t	[D d]
ρ ρ	R r	
8 g	Ts ⁶ ts ⁶	
η η	W w	
η η	U u	
φ φ	P ⁶ p ⁶	
ρ ρ	K ⁶ k ⁶	
β β or β	Ew ew	in Classical orthography
β β or β	Ev ev	in Reformed orthography
0 o	ō ō	
β β	F f	

UIGHUR (PERSO-ARABIC SCRIPT)

INITIAL	MEDIAL	FINAL	ALONE	VALUE
ئا	ا	ا	ئا	a
ب	ب	ب	ب	b
پ	پ	پ	پ	p
ت	ت	ت	ت	t
ج	ج	ج	ج	j
خ	خ	خ	خ	ch
ك	ك	ك	ك	kh
د	د	د	د	d
ر	ر	ر	ر	r
ز	ز	ز	ز	z
ژ	ژ	ژ	ژ	zh
س	س	س	س	s
ش	ش	ش	ش	sh
غ	غ	غ	غ	gh
ف	ف	ف	ف	f
ق	ق	ق	ق	q
ك	ك	ك	ك	k
گ	گ	گ	گ	g
نگ	نگ	نگ	نگ	ng
ل	ل	ل	ل	l
م	م	م	م	m
ن	ن	ن	ن	n
و	و	و	و	v
ه	ه	ه	ه	h
ي	ي	ي	ي	y

VOWELS

INITIAL	MEDIAL	FINAL	ALONE	VALUE
ا	ا	ا	ا	a
ه	ه، ا	ه، ا	ه	ā
ي	ي	ي	ي	i
ب	ب	ب	ب	e
و	و	و	و	o
و	و	و	و	u

RULES

- 1) Romanize initial ي followed by a vowel as y.

ياخشى Yakhshi
 يولداش yoldash
 يېقىن yeqin
 يىگانە yigana

- 2) Romanize medial ي followed by a vowel as i

ئايرىپورت airoport
 ئەيۋان eivan
 ئويمان oiman

- 3) Romanize medial ي followed and preceded by a vowel as y.

ئايەت ayet
 ئەيىام eyyam
 ئويۇش oyush

- 4) Romanize medial ي preceded and followed by ي as y.

قىيىن qiyin
 جىيىم jiyim
 يىيىم yiyim

- 5) Romanize medial ي followed by a consonant and preceded by a vowel as y.

ئەغيار eghyar
 ئەشيا eshya

- 6) Romanize final ى and ي as i.

موقامى muqami

تیلی tili

ئای ai

قارغاي qarghai

تاریخی tarikhi

- 7) Romanize ث when followed by گ as n.

بىلىشك bilishing

بىلىشىڭ bilishingä

جەڭ jāng

جەڭگە jāngä

شوجاڭ shojang

شوجاڭگە shojangä

- 8) Do not romanize the jazm.

تۈرك turk

قىرق qirq

مىنىستىر ministr

- 9a) Romanize the diphthong ئاي as ai.

ئايرىپورت airoport

بايلىق bailiq

- 9b) Romanize the diphthong ئاي as äi

بەيتۇللا bāitulla

پەيشەنبە päishänbä

دەيفۇ dāifu

- 10) Use the single prime (') to separate two letters representing two distinct consonantal sounds when the combination might be read as a digraph.

ئۇزھال uz'hal

- 11) Romanize foreign words that occur in an Uighur context and are written in Uighur letters according to these rules for romanizing Uighur.

ۋېنا Vena (not Vienna)

جۇغراپى jughrapi (not geography)

ستەين sitain (not stein)

- 12) Follow the rules for the capitalization of English.

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