

LIBRARY OF CONGRESS/WASHINGTON

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COLLECTIONS SERVICES

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Editor: Robert M. Hiatt

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DESCRIPTIVE CATALOGING

LIBRARY OF CONGRESS RULE INTERPRETATIONS (LCRI)

Cumulative index of LCRI to the *Anglo-American Cataloguing Rules*, second edition, 1988 revision, that have appeared in issues of *Cataloging Service Bulletin*. Any LCRI previously published but not listed below is no longer applicable and has been cancelled.

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1.0C. Punctuation. [Rev.]

Spacing conventions following periods are given below. These conventions have been established to achieve the following:

1) Standardize the spacing conventions following periods in all parts of the catalog record.

2) Make the application of the conventions consistent, whether the catalog record being prepared is MARC or non-MARC, for those preparing catalog copy and for those who must process it, e.g., in printing final copy or in converting copy to machine-readable form. Note, however, that in some instances spacing on printed products derived from MARC records is modified by output programs, so that the spacing in the machine record may not reflect what is actually output.

3) Provide a comprehensive statement, applicable to access points as well as to bibliographic description.

Apply the conventions below in lieu of any other explicit or implicit instructions in the rules (e.g., 1.1G3) regarding spacing after periods.

1) *Access points (including series statements traced the same but excluding those traced differently and those not traced).* Leave two spaces after a period serving to separate distinct units of access points, including those for uniform titles. Apply, as appropriate, the conventions for initials, etc., applicable to the particular type of heading.

United States. Congress. House.
Bible. English. Douai.
(Acta Universitatis Stockholmiensis. Stockholm
economic studies. Pamphlet series ; 4)
(Traced the same)
(Journal of biological sciences. Supplement ; no.
4)
(Traced the same)

but (Department of State publication ; 8499. East
Asian and Pacific series ; 173)
(Traced differently)
(Biblioteca de arte hispánico ; 8. Artes aplicadas
; 1)
(Traced differently)

2) *Other parts of the catalog record*

a) *Elements that are not initials, etc.* Leave only one space after a period. If a personal name consists of separate letters, record the letters without internal spaces, regardless of how they are presented in the source of information.

chief source: X Y Z
(Letters representing a personal name)
transcription: / XYZ

b) *Initials, etc.* Record initials, initialisms, and acronyms without internal spaces, regardless of how they are presented in the source of information. Apply this provision also whether these elements are presented with or without periods.

Pel batesimo di S.A.R. Ludovico ...
KL Ianuarius habet dies xxxi
Monasterij B.M.V. campillioru[m]
J.J. Rousseau
New York ; W.W. Morrow, 1980

In some cases personal name initials may be presented in a source without periods. When they are known to be initials, insert a period after each letter. In case of doubt, do not insert periods.

chief source: by T S Eliot
transcription: / by T.S. Eliot

but chief source: Dr. X goes to the movies
transcription: Dr. X goes to the movies

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

Ph. D.
Ad bibliothecam PP. Franciscan. in Anger
Mr. J.P. Morgan
Paratium camukamum / Ma. Pa. Periyacamit Turan
Charleston, W. Va. : [s.n.], 1980
/ by Wm. A. Brown

If two or more distinct initialisms (or sets of initials), acronyms, or abbreviations appear in juxtaposition, separate each from the other with a space.

M. J.P. Rabaut
(i.e., Monsieur J.P. Rabaut)

par R.F. s. d. C. Paris ...
(i.e., par Roland Fréart, sieur de Chambray ...)

U.S. G.P.O.
(i.e., United States Government Printing Office)

Punctuation-ISBD, etc.

As 1.0C indicates, the ISBD punctuation between areas (period-space-dash-space) is omitted only when the next area is paragraphed. Agreeing with long-standing practice, the physical description area and each note of the note area begin with a new paragraph. Thus, do not use the period-space-dash-space to separate the physical description area from the publication, distribution, etc., area or to separate the first note of the note area from the physical description or the series areas.

Within the paragraph that precedes the physical description area, separate each area from a succeeding one with a period-space-dash-space, and give this separator in addition to all other ending punctuation¹ except a period. When a period is already present as the ending of the preceding area, omit it in favor of the period-space-dash-space.

Why me?. - Birmingham, Ala. : Westing Co., 1982.

Westlake's A study of "Singin' in the rain". -
Bridgeport, Utah : [s.n.], 1983.

. - 1st ed. - New York, N.Y. : Manhattan Co., 1984.

. - [1st ed.]. - Chicago, Ill. : Pogner Corp.,
1984.

¹"ending punctuation" refers to one of the following when it is the very last mark: period, question mark, exclamation point, closing parenthesis or bracket, and double quotation mark.

The same applies to the separation between the physical description area and the series area within the single paragraph containing them.

271 p. ; 21 cm. + 1 atlas (37 p., 19 leaves ; 37 cm.) - (Research series)

96 p. : ill. ; 18 cm. - (R & D publications)

For the ending of either the paragraph that precedes the physical description area or the paragraph that precedes the first note of the note area, use a period unless a closing parenthesis or bracket is present. In the latter case, let the parenthesis or bracket be the ending punctuation without a period following. As an exception, also of long-standing practice, if the publication, distribution, etc., area ends in an "open" date, so that the last mark is a hyphen or some blank space (designated, for monographs, by angle brackets) for an entirely missing date, do not add the period.

For punctuation at the endings of notes, see LCRI 1.7A1.

1.6. SERIES AREA. [Rev.]

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 - (2) Prefatory matter or text proper
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 - d) On label or stamped on the item
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Series Statements and Series Tracings

- 1) General
- 2) Title consisting solely of a corporate body's name
- 3) Single series statement encompassing several series
 - a) As a single series statement
 - b) As a quoted note
- 4) Single letter or group of letters forming part of the series title proper

Source of Information

1) Basis for accepting or rejecting as a series (for reprints, see LCRI 2.7B7 and LCRI 21.30L)

a) *Information embedded in text*

(1) *Preliminaries.* Generally, *accept* information embedded within text in the *preliminaries* as a source for the series. In such cases, however, select the series title proper carefully, insuring that extraneous words that the publisher did not intend to be part of the title proper are excluded.

t.p.: This Real property practice manual is the fourth of the Wake Forest School of Law North // Carolina Practice Manual Series, which will be forthcoming in the major practice areas. This is, // and subsequent practice manual series publications will be, designed to provide quality legal // ...

series statement: (Wake Forest School of Law North Carolina practice manual series ; 4th)

p. preceding t.p.: Concrete city // is the fourteenth volume // in the *Essential poets* series // published by Guernica Editions
series statement: (Essential poets ; 14th v.)

t.p. verso: This book is #9 in the DAMASCUS ROAD continuing series // of modern writing and is published at 6271 Hill Drive, // Wescosville, Route #2, Pennsylvania. Copyright ©1982 // Charles Shahoud Hanna: Editor/Publisher
series statement: (Damascus road ; #9)

t.p.: Volume XIII in the Series ADVANCES IN DISCOURSE PROCESSES
series statement: (Advances in discourse processes ; v. 13)

ser. t.p.: This book is No. 6 in Series II: Modern Scholarly Studies about the Jesuits in English Translations
series statement: (Series II-Modern scholarly studies about Jesuits in English translations ; no. 6)

However, if the extraneous information cannot be readily omitted or its omission would be confusing, transcribe the whole as a quoted note instead. If the series is traced, trace it explicitly.

note: "For subscribers to the Spirit that moves us magazine this book is offered as volume 2, number 2 & 3"

tracing: Series: Spirit that moves us ; v. 2, no. 2-3

note: "A special issue of December magazine, comprising vol. 25, nos. 1-4, 1983"-T.p. verso
tracing: Series: December ; vol. 25

(2) *Prefatory matter or text proper.* Generally, *do not* accept information imbedded within *prefatory matter* or the text proper as a source for the series. Instead, transcribe the information as a quoted note. Follow the quotation by an indication of its source. *Exception:* titles already considered to constitute a series and classified as a collection in LC. If such information was previously

considered to constitute a series and that series was classified as a collection in LC, continue to transcribe the information as a series statement, without brackets. In addition, record in a general note the source of the series statement.

Series statement from p. xxvii

(a) *No full bibliographic records in LC.* Prepare a series authority record identifying the title as a "series-like phrase." (If in later items the information appears in one of the sources appropriate to a bona fide series statement, change the authority record accordingly, and add an appropriate note regarding the earlier source of information. Do not add series statements and tracings to the existing bibliographic records.)

(b) *Full bibliographic records in LC.* If no series authority record exists, prepare one for a "series-like phrase." If the information was considered a series previous to AACR 2, add an appropriate note to the authority record. Do not delete existing series statements and tracings.

If a series authority record already exists, make the appropriate change indicating that the information is to be transcribed as a quoted note *as of the date the change is being made*. Do not delete the series statements and tracings on existing bibliographic records. *Exception:* for titles already considered to constitute a series and classified as a collection in LC, continue to transcribe the information as a series, without brackets. In addition, record in a general note the source of the series statement.

b) *Series statement appears only on the jacket.* If the series has been established or reestablished, i.e., a series authority record exists in the name authority file, proceed under the general guidelines for already established series. Transcribe the series statement in brackets (cf. 1.6A2). In addition, record in a note the source of the series statement. Apply the tracing practice stated in the authority record.

If the series has not yet been established (it is new to the Library) or has not yet been reestablished (it appears as a series on bibliographic records for analytics but there is no series authority record for it in the name authority file), reject the jacket as a source for the series. Do not transcribe the statement in a series statement; do not prepare a series authority record for it. Instead, give the statement as a note.

"Models in aggressive journalism, 5"--Jacket

Judge whether an access point is appropriate based on the same criteria used for series (cf. LCRI 21.30L); if judged appropriate, use a title added entry instead of a series added entry.

Title: Models in aggressive journalism

Take no action with respect to existing bibliographic records until such time as the series appears on the item itself.

c) *Series statement appears only in a bibliography.* Proceed in the same manner as stated above (series appearing only on the jacket). Do not undertake a special search of bibliographies for the sole purpose of discovering such series statements.

d) *Series statement appears on a label or is stamped on the item.* Treat a series appearing on a label or stamped on the item as if it were printed. In addition, on the bibliographic record state in a note the fact that the series appears only on a label or is stamped on the item.

Series statement from label on t.p.
Series statement stamped on cover

e) *Publisher's listing.* Accept a publisher's listing as the source of series information only if the listing is the sole source of series information in the item. In all other cases apply 12.0B1, considering the publisher's listing as the last of the choices.

f) *Lecture series.* The fact that a named lecture series bears an indication that it has been held more than once is not a sufficient reason to treat the name as a title that can be recorded in a series statement. Instead, treat the name as a series only

(1) if it appears on the item as a series title, i.e., it is not extracted from another context (e.g., other title information, prefatory matter) and

(2) if it has (or is likely to have) data that remain constant from issue to issue (e.g., the same form of name and numbering, the same issuing body).

In case of doubt, do not treat the name as a series.

If rejected as a series, give the name as associated data that appear with the name is a note if it has not already been recorded in the body of the entry. In either case make a "Title:" added entry for the name (without number or date). In addition, create a series authority record for the name according to the instructions for series-like phrases. Add a 667 field to the record: Give as a quoted note if not already recorded in the body of the entry.

title ... area: From morality to religion : being
the Gifford lecture delivered at the University
of St. Andrews, 1938 / ...

added entry: Title: Gifford lecture

authority record: Gifford lecture
("c" in 008/12)

note area: "Stephanos Nirmalendu Ghose lectures
on comparative religion, 1972-73"-3rd prelim.
p.

added entry: Title: Stephanos Nirmalendu Ghose
lectures on comparative religion

authority record: Stephanos Nirmalendu Ghose
lectures on comparative religion
("c" in 008/12)

If a named lecture has already been treated as a series under AACR 2, reevaluate the original decision. Continue to treat the statement as a series if the statement actually appears on an item as a series title.

If, however, there is no evidence that the statement ever appeared on an item as a series title, convert the series to a series-like phrase.

If the named lecture shows a variant form of an established series, treat it as a variant only when the variant statement appears on the item as a series title.

If the variant statement does not appear as a series, treat the statement as a series-like phrase; ignore the established series.

If the named lecture is a variant of an established series-like phrase, treat the form on the item being cataloged as a separate series-like phrase.

g) *Series statement appears only in cataloging data printed in the book.* Generally ignore a series statement that is found only in the cataloging data, foreign or domestic, printed in a book. *Exception:* if the series is classified as a collection in LC, transcribe the series, without brackets. In addition, record in a note the source of the series statement.

Series statement from cataloging data on p. 2 of cover

h) *Series statement appears only on CIP data sheet at galley stage.*

(1) *Series is new to the library.* Clarify the data with the publisher. If revised copy is received (i.e., a revision of the mock-up title page, preliminaries, etc., is supplied by the publisher), establish the series under regular procedures. If no revised copy is received, establish the series provisionally using either the form given by a telephone call from the publisher (first preference) or the form shown on the data sheet (when the publisher could not be contacted). Transcribe the series statement without brackets.

(2) *Series is already in the Library* (i.e., a series authority record exists or there are analytics in the data base). Transcribe the series statement (without brackets) as given on the CIP data sheet. If the title as given on the CIP data sheet is considered to be a variant form rather than a title change, add reference(s) according to general principles. If a title change is involved, add references or notes accordingly. If no series authority record exists, establish the series on the basis of a record already in the data base rather than on the basis of information on the CIP data sheet.

i) *Selected issues of periodicals published also in hardcover editions.* Several publishers (e.g., Haworth Press, Pergamon Press) publish hardcover editions of *selected* issues of their (softcover) periodicals.

Do not consider such a hardcover edition to constitute an integral part of the periodical, i.e., do not consider it an analyzable issue of the periodical. Instead, when preparing the bibliographic record for the hardcover edition, add the pertinent information as a note, not as a series statement. Do not make an added entry for the periodical; do not prepare a series authority record.

j) *Series title combined with the monograph title.* If the series title occurs in combination with the monograph title, separate the former, if possible, from the latter, and transcribe the series in the normal position. If necessary, omit the connecting preposition, explaining the omission in a note.

title page: Committee on Public Undertakings
(1981-82) Seventh Lok Sabha Fiftieth report on
Engineering Projects (India) Ltd. ...
title proper: Engineering Projects (India) Ltd.
...
series statement: (Report / Committee on Public
Undertakings ; 7th Lok Sabha, 50th)
series tracing: India. Parliament. Committee on
Public Undertakings. Report ; 7th Lok Sabha, 50th

2) *Phrases that are not considered series titles*

a) *General.* Distinguish between phrases that are true series and those that are not, with the latter sometimes ignored

altogether and sometimes given as a quoted note. Base the distinction and the consequent action primarily on judgment. If there is no clear judgment that can be made, however, apply the following guidelines:

(1) If the phrase is essentially a statement (or a restatement) of the name of the body from which the item emanated, reject it as a series. Give the phrase as a note if the name of the emanating body is not given in the bibliographic record (e.g., in the publication, distribution, etc., area; in a note on the issuing body).

in source: An American Astronautical Society
Publication
publication, etc., area: San Diego, Calif. :
Published for the Astronautical Society by
Univelt, c1980
*(Reject the phrase as a series; do not give as a
quoted note)*

in source: An Evangelical Theological Society
Publication
publication, etc., area: Grand Rapids :
Zondervan, c1980
*(Reject the phrase as a series; give as a quoted
note)*
note: "An Evangelical Theological Society
publication"

(2) If the phrase includes a sub-imprint name or the name of a subsidiary, a division, etc., of a publishing firm and is presumed to appear on all items from this arm of the firm, reject it as a series but quote it as a note if the name is not given in the publication, distribution, etc., area.

in source: A Spectrum Book
publication, etc., area: Englewood Cliffs,
N.J. : Prentice-Hall, c1980
note: "A Spectrum book"

(3) If the phrase includes the name of an in-house editor or the name or designation of some other official of the firm, etc., reject it as a series, but quote it as a note.

"A Helen and Curt Wolff book"

In cases (1)-(3) above, make a series-like phrase authority record.

If a series-like phrase authority record has been made, generally accept the decision already made unless either additional evidence comes to light that changes the picture or the first decision was clearly in error.

b) *Letters or numbers not associated with a series title.* Do not treat as a series statement a number that cannot be associated with a series title. Give the information as a quoted note instead. (Ignore the number altogether on a bibliographic record for a serial.)

Do not treat as a series statement a combination of letters and numbers (or letters alone) that cannot be associated with a series title if there is evidence that the combination is assigned either to every item the entity issues for control purposes or to certain groups of items for internal control or identification. Give such a combination as a quoted note. (Ignore the combination altogether on a bibliographic record for a serial.) In any case of doubt, reject the combination as a series statement.

"UC-13"
"CRN 780206-00050"

If the combination is rejected as a series, prepare a series authority record only if it may be reasonably construed to be a series title.

in source: DOE/EIA-0031/2

authority record: DOE/EIA

note on bibliographic record: "DOE/EIA-0031/2"

note on series-like phrase authority record: Give as a quoted note, including the number, if present, e.g., "DOE/EIA-0031/2"

3) *One series or several series*

a) *Editions.* Distinguish between series that are issued in two or more parallel editions, i.e., complete editions in each language (for which separate records and the use of uniform titles (cf. 25.3C) are appropriate²) and those that are issued variously in two or more languages but for which no separate editions of the series exist in any language.

If no separate editions exist, establish a single heading if the series is *numbered*, basing it on the first item in the series, or if the first item is not in LC's collections, base it, provisionally, on the earliest item available. If the first item in the series (or the earliest available in lieu of the first) itself is issued in several languages, choose the language of the title proper of the series according to the provisions of 1.0H. In case of doubt, proceed as if a single manifestation exists. If the series is *unnumbered* and the language of the title of the series varies, establish separate headings for each language form and connect the headings by simple see also references.

b) *Subsequent addition or omission of numbering*

(1) *Single series.* Consider that a single series exists if

(a) the series is issued *simultaneously* in both numbered and unnumbered issues;

(b) a series first issued as unnumbered is later assigned numbering retrospectively and the numbering system takes into account previous unnumbered issues (e.g., the first ten issues were published unnumbered; numbering starts with "volume 11").

(2) *Multiple series.* Consider that multiple series exist if

(a) an unnumbered series becomes numbered and the numbering system excludes previous issues;

(b) a numbered series becomes unnumbered.

In case of doubt, consider the series "numbered/unnumbered," i.e., consider that the series is issued simultaneously in numbered and unnumbered issues, and if necessary, make appropriate adjustments when

²When an occasional item in a series that is issued in two or more editions is issued in a single "combined" edition only (often *dos-à-dos*) comprising two or more languages, consider it to constitute a part of the edition considered the "original" for purpose of assigning a uniform title to the series. *Exception:* If the "original" edition is classified separately, the "secondary" as a collected set, consider the item part of the series classified as a collection, and trace the series accordingly.

information negating it is received.

c) *Series entered indirectly*

(1) *Discontinuance/absence of main series.* Generally, if the subseries is entered indirectly, i.e., under a main series, and that main series disappears, consider the discontinuance of the main series to constitute a title change. (This practice allows for all series to be handled in the same manner, whether they are numbered or unnumbered, or, more importantly, classified separately or as a collection either in their own right or with the main or second series.) *Exception:* If, however, the presence or absence of the main series fluctuates, enter the subseries directly, and consider the presence of the main series to constitute a variation in title. (*Note:* Follow these instructions also when a series is first an independent one and at a later date becomes an indirectly entered subseries.)

(2) *Title change.* If there is no change in the heading for the main series but a change occurs in the title of the subseries that is entered indirectly, apply the criteria of 21.2 to the whole title proper (main series and subseries).

4) *Multipart items*

AACR 2 defines a multipart item as "a monograph complete, or intended to be complete, in a finite number of separate parts." This definition is not to mean that the number of volumes to be issued has necessarily been predetermined and that this information must be available from the item being cataloged. It means, instead, that the subject matter of the item is by its very nature either limited in scope or there are restrictions as to the time, activity, etc., that make a limitless continuation of the issuance of the series unlikely. (Do not apply the theory that one could write on any subject *ad infinitum*.) A multipart item may be numbered or unnumbered.

In some respects monographic series (serials) and multipart items (monographs) are treated the same; in others, differently. With respect to transcribing series statements and providing tracings, they are treated the same; the terms "series statement" and "series tracing" are equally applicable to both. With respect to changes in title or changes in responsibility (whether person or body) that affect the main entry heading, however, they are treated differently. If a numbered multipart item undergoes a change in title or change in responsibility, rules 21.2A, 21.2B2, and 21.3A2 apply respectively; if a monographic series undergoes such a change, rule 21.2C or 21.3B applies. For this reason it is necessary to differentiate between a monographic series and a multipart item.

Similarly, because other institutions also contribute cataloging records to the LC catalog, closer scrutiny is needed in deciding whether the item being cataloged constitutes a part of a multipart item or that of a serial in order to avoid creating multiple records, i.e., a record for the same item as a whole both in a monograph file and also in the serials file. When making this decision, consider the following:

Take into consideration the subject matter covered by both the collective title and the title of the part being cataloged. For example, if the title of the part within the collective title *Republics of the Soviet Union is Lithuania*, one can predict with a considerable degree of certainty that the part being cataloged is that of a multipart item. On the other hand, if the title of the part is *Medieval Tallinn*, the part being cataloged is much more likely to be that of a serial (series). If the collective title is *All about your house*, the individual items entitled *Your kitchen* and *Stretching living space* are no doubt parts of a multipart item and not that of a serial (series). The following types of publications are generally

considered multipart items:

publications (issued on the occasion) of a specific event (although they often do not contain material concerning the event itself);

publications of specific censuses, expeditions, excavations, projects, surveys, etc.

When still in doubt ("I don't know and I can't guess"), consider the item to constitute a serial (series).

The following are examples of title of multipart items:

CSIS publication series on the Soviet Union
in the 1980s
Diamond jubilee publication
Encyclopaedia of cooking fresh vegetables
Ethnic American voluntary organizations
(*Title of analytic:* Irish American voluntary
organizations)
Foreign policy program of the 26th session of
the KPSS in action
Statewide food consumption survey, 1977-1979.
Report

Series Statements and Series Tracings

1) *General*

Although a series statement may include a parallel title (1.6C), other title information (1.6D), or a statement of responsibility (1.6E), the heading for the series will contain only a title proper or a uniform title heading or a name heading/title proper or a name heading/uniform title.

series statement: (English linguistics, 1500-1800 : a collection of facsimile reprints ; no. 16)

series authority record: English linguistics, 1500-1800

series tracing: Series: English linguistics, 1500-1800 ; no. 16

series statement: (Sport : bulletin of the Physical Education and Sports Department of the International Union of Students ; v. 10)

series authority record: Sport (Budapest, Hungary)

series tracing: Series: Sport (Budapest, Hungary) ; v. 10

series statement: (Monograph / University Extension, UCLA, Department of Continuing Education in Health Sciences, UCLA School of Medicine and UCLA School of Public Health)

series authority record: Monograph (University of California, Los Angeles. Dept. of Continuing Education in Health Sciences)

series tracing: Series: Monograph (University of California, Los Angeles. Dept. of Continuing Education in Health Sciences)

series statement: (Papers and documents of the I.C.I. Series C, Bibliographies ; no. 3 = Travaux et documents de l'I.C.I. Série C, Bibliographies ; no 3)

series authority record: Papers and documents of the I.C.I. Series C, Bibliographies

series tracing: Papers and documents of the I.C.I. Series C, Bibliographies ; no. 3

series statement: (Occasional symposium / British Grassland Society ; no. 8)

series authority record: Occasional symposium (No conflict)

series tracing: Series: Occasional symposium ; no. 8

series statement: (Gesammelte Werke / Edgar Allan Poe ; 1. Bd.)

series authority record: Poe, Edgar Allan, 1809-1849. Works. German. 1922. Rösl

series tracing: Series: Poe, Edgar Allan, 1809-1849. Works. German. 1922. Rösl ; 1. Bd.

2) *Series titles consisting solely of a corporate body name*

Treat as a series statement a statement consisting solely of the name of the corporate body related to the series and a number. Transcribe the corporate name as the title proper. If the series is entered under title, assign a uniform title that consists of the title qualified by the term "(Series)" even if there is no conflict. (Apply these provisions even if the corporate body appears with the number solely as initials.)

in source: Centre de recherches d'histoire ancienne // volume 36

series statement: (Centre de recherches d'histoire ancienne ; v. 36)

series authority record: Centre de recherches d'histoire ancienne (Series)

series tracing: Series: Centre de recherches d'histoire ancienne (Series) ; v. 36

in source: Istituto internazionale Luigi Cherubini. Seconda serie

series statement: (Istituto internazionale Luigi Cherubini. Seconda serie)

series authority record: Istituto internazionale Luigi Cherubini (Series). Seconda serie

series tracing: Series: Istituto internanazionale Luigi Cherubini (Series). Seconda serie

in source: HAZ 6

series statement: (HAZ ; 6)

series authority record: HAZ (Series)

series tracing: HAZ (Series) ; 6

However, if such a corporate body is a commercial publisher, either give the statement as a quoted note if the corporate body is not recorded in the publication, distribution, etc., area or give the number alone if the corporate body is recorded in the publication, distribution, etc., area.

3) *Single series statement encompassing several series*

Depending on the complexity of presentation in the item and grammatical integration of the wording of the series information encompassing several series, transcribe the information in one of the

ways stated below.

a) *As a single series statement.* If information is presented with no or minimal extraneous wording, transcribe it as a single series statement. If the series are traced, trace each explicitly.

in source: Publicación núm. 3 del Centro de Estudios Bilbilitanos y núm. 750 de la Institución "Fernando el Católico"

series statement: (Publicación núm. 3 del Centro de Estudios Bilbilitanos y núm. 750 de la Institución "Fernando el Católico")

series tracings: Series: Publicación ... del Centro de Estudios Bilbilitanos ; núm. 3
Series: Publicación ... de la Institución "Fernando el Católico" ; núm. 750.

in source: Zeszyty naukowe Uniwersytetu Jagiellońskiego // DLII // Prace geograficzne, zeszyt 48 // Prac Instytutu Geograficznego UJ, zeszyt 70

series statement: (Zeszyty naukowe Uniwersytetu Jagiellońskiego ; 552. Prace geograficzne, zesz. 48 Prac Instytutu Geograficznego UJ, zesz. 70)

series tracings: Series: Zeszyty naukowe Uniwersytetu Jagiellońskiego ; 552. Series: Zeszyty naukowe Uniwersytetu Jagiellońskiego. Prace Instytutu Geograficznego UJ ; zesz. 70. Series: Zeszyt naukowe Uniwersytetu Jagiellońskiego. Prace Instytutu Geograficznego UJ. Prace geograficzne ; zesz. 48

b) *As a quoted note.* If the information includes extraneous wording grammatically linked or not readily omitted, transcribe it as a quoted note instead. If the series are traced, trace each explicitly.

note: "Ce volume fait également partie de la collection des Publications de la Société savante d'Alsace et des régions de l'Est, Grandes publications tome XXIII, et de la collection des Cahiers de l'Association interuniversitaire de l'Est dont il constitue le no 21"

series tracings: Series: Collection "Grandes publications" ; t. 23. Series: Cahiers de l'Association interuniversitaire de l'Est ; 21

4) *Single letter or group of letters forming part of a series title proper*

When a letter or group of letters is presented in the item in combination with its numbering, it is necessary to determine whether the letter or letters constitutes a part of the title proper or part of the numbering system.

Consider the letter or letters to constitute part of the title proper if, were the letter or letters omitted from the title proper and considered as part of numbering, the resulting title would be identical to other series titles emanating from the same corporate body.

source 1: Report-HTKK-TKO-A41

source 2: Report-HTKK-TKO-B41

series statement 1: (Report-HTKK-TKO-A ; 41)

series statement 2: (Report-HTKK-TKO-B ; 41)

source 1: Monistettuja tutkimuksia A 2
source 2: Monistettuja tutkimuksia B 2
series statement 1: (Monistettuja tutkimuksia.
A ; 2)
series statement 2: (Monistettuja tutkimuksia.
B ; 2)

If unknown or in doubt, treat the letter or letters as part of the numbering system and apply the provisions of LCRI 1.6G.

1.7A3. Form of notes. [Rev.]

When a note begins with a formal introductory term such as "contents," "credits," or "summary," do not use all caps in any case; instead, use upper and lower case as illustrated in AACR 2.

In the spelling of words in notes formulated by the cataloger, follow American usage given in the latest edition of *Webster's New International Dictionary*.

When following a quotation by an indication of its source within the item, use English terms for the source. Employ any of the abbreviations for the term permitted in Appendix B.9, including those that consist of or begin with a single letter. (For "volume," use "Vol.") Capitalize the first letter of the term or its abbreviation.

When nonroman data (including quotations) are being recorded in the note area, give them in romanized form in all cases, including those records represented by both a nonromanized card and a romanized machine-readable record.

5.0B2. Prescribed sources of information. [New]

In the 1988 revision of AACR 2, the words "first page of music" were inadvertently omitted from the list of prescribed sources of information for the publication, distribution, etc., area in 5.0B2. A rule revision proposal to restore the original wording has been initiated. In the meantime continue to consider the first page of music as one of the prescribed sources of information for the publication, distribution, etc., area, and do not bracket information in this area that is transcribed from the first page of music.

5.1F1. [Rev.]

Popular Music Folios

When the performer's name featured on the chief source of information on a popular music folio does not appear within the title proper, transcribe it as a statement of responsibility.

40 hour week / Alabama
Once upon a time / Donna Summer

12.7A2. [New]

Linking Notes

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

- 1) title proper, and, if needed for identification, edition

statement;

2) main entry name heading/title proper, and, if needed for identification, edition statement;

3) main entry name heading/uniform title;

4) main entry name heading/uniform title/title proper (for legal material, language editions, and translations only);

5) main entry uniform title heading;

6) main entry uniform title heading/title proper (for language editions and translations only).

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

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

12.7B. Notes. [Rev.]

Designations in Notes

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

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

designation: enero 1980-dic. 1981
condensation: 1980-1981

designation: märts 1980-dets. 1981
condensation: märts 1980-1981

designation: Jan. 15, 1981-Feb. 10, 1983
condensation: 1981-Feb. 10, 1983

designation: v. 1, no. 1-v. 3, no. 12
condensation: v. 1-3

designation: no. 27-no. 32
condensation: no. 27-32

designation: 1982, no. 1-1983, no. 12
condensation: 1982-1983
not 1982-83

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

21.1B1. Definition. [Rev.]

Conferences

Include in the definition of a conference in footnote 1 any named meeting that is entered directly under its own name and any named meeting that is entered subordinately to a heading for a corporate body.

When determining whether a conference has a name, cases arise that exhibit conflicting evidence insofar as two of the criteria in the definition of a corporate body are concerned: capitalization and the definite article. When the phrase is in a language that normally capitalizes each word of a name, even in running text, consider a capitalized phrase a name even if it is preceded by an indefinite article. (This statement cannot apply to other languages.)

named: In July of 1977 a Conference on Management Techniques in Libraries was held ...

unnamed: Late last year the Retail Manufacturers Association of the Greater Houston area sponsored the national conference on losses by theft at the ...

Another important point to bear in mind when deciding whether a phrase is a name is that the phrase must include a word that connotes a meeting: "symposium," "conference," "workshop," "colloquium," etc. (Note: Some notable sequential conferences that lack such a term are exceptionally considered to be named, e.g., Darmstädter Gespräch.)

unnamed: A symposium titled "Coal Geology and the Future," sponsored by ...

Generic-Term Names of Meetings

When a generic-term name of a meeting designates a meeting of a body (as opposed to one merely sponsored by a body), the meeting may be considered as named, whether or not the generic term is strengthened by the name or abbreviation of the body. For example, "annual meeting" in relation to the Human Factors Society is named whether it appears as

Annual meeting *or*
HFS Annual Meeting *or*
Annual Meeting of the Human Factors Society.

N.B. If such a meeting is one of two or more bodies, reject its designation as a name.

Sixteenth annual United Kingdom Civil Aviation
Authority/United States Federal Aviation
Administration meeting

On the other hand, such generic-term designation for *sponsored* meetings are considered as named only if the name, the abbreviation of the name, or some other distinctive noun or adjective strengthen the generic term.

unnamed: Symposium no. 95
named: IAU Symposium no. 95

Record with lower-casing statements on the chief source that give the type of designation rejected as names according to this paragraph.

N.B. Occasionally in this context the body is one of the types that typically does its work in sessions of its members (i.e., committees, commissions, or similar bodies, such as panels, task

forces, or working groups). Do not treat designations of the working sessions of these bodies as named, e.g., "Seventh meeting of the Coordinating Committee for the Regional English Language Centre."

If the meeting is named according to these criteria, determine the form of the name according to the appropriate provisions of chapter 24 (e.g., 24.7; 24.13, TYPE 3; 24.13, TYPE 6).

In general, consider named *ad hoc* events of the types listed in the third paragraph at the top of page 313 to be corporate bodies.³ However, for art exhibitions, treat as corporate bodies only those that recur under the same name (e.g., Biennale di Venezia, Documenta).

21.2A. Definition. [Rev.]

Title Changes of Serials (Including Numbered Monographic Series) and Unnumbered Monographic Series⁴

Preliminary note: Both 21.2A and LCRI 21.2A are to be applied to unnumbered as well as numbered monographic series.

In applying category a) of 21.2A1, consider that at least the following are covered in addition to those explicitly mentioned in the "e.g.," statement:

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: apply this criterion both in the case of ordinary orthographic variations and in the case of official orthographic changes

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

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

In applying category c), 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).

Note that 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. 24.1C), it is necessary to consider that the title proper has changed. This statement takes precedence over all the preceding statements.

Unnumbered Series

Since the titles of unnumbered series in French, Italian, Portuguese, Spanish, and the Slavic languages indiscriminately omit

³For Library of Congress descriptive catalogers only: cf. DCM Z11.2.

⁴For Library of Congress descriptive catalogers only: also cf. DCM C11.9.8.2.

/include an introductory word such as "Série," "Collection," "Serifa," and "Edícia," do not consider the title of such series to have changed if the difference is the omission/inclusion of such an introductory word.

21.30J. Titles. [Rev.]

Data Comprising Title Added Entries and Method of Tracing Them

In MARC records title added entries for titles are derived from the title field (tag 245) on the basis of an indicator (value 1 meaning "title traced the same"). The data constituting such a derived title added entry are those of the $\dagger a$ subfield of the title field.⁵ In non-MARC records title added entries are made on the basis of explicit instructions from the cataloger. In most cases the derived title added entry will represent the title proper. ("Title." on printed products and as used by LC catalogers. For items without a collective title, the derived title added entry represents an arbitrarily determined title access.) Indicate the tracing of any other titles by explicitly giving the title to be traced in a 740 field ("Title:" on printed products and as used by LC catalogers). In both MARC and non-MARC records the extent of the title proper is, for the most part, indicated by the first mark of prescribed punctuation. When this is not the case for MARC records, i.e., for some reason the $\dagger a$ subfield of the 245 field does not equate to the added entry desired, then the 740 field technique must be used ("Title:" on printed products).

Below are situations in which the first mark of prescribed punctuation does not necessarily indicate the end of the title proper.⁶ For MARC record, a derived title added entry can be made in all cases.

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

trace as: Title.

2) *Items without a collective title.* If the item lacks a collective title and the title and statement of responsibility area contains more than one title (1.1G3), trace separate title added entries for each of the titles listed if there are only two or three; if there are more, trace a title added entry only for the first title. *Note:* The "title proper" for an item without a collective title is defined as all the data recorded up to the first recorded parallel title, the first recorded other title information, or the first recorded statement of responsibility, whichever comes first. If there is no parallel title, other title information, or statement of responsibility, all the data recorded in the title and statement of responsibility area are treated as the "title proper" of the item. Therefore, it is necessary to trace the first title explicitly by the 740 field technique ("Title:" on printed products) whenever the first title is not followed by a parallel title, other title information, or a statement of responsibility. In other cases, the first title is generally traced by the indicator technique ("Title." on printed products). (The second and third titles listed must be traced by the 740 field technique.)

⁵For titles containing a designation of a part ($\dagger n$ subfield) or a part ($\dagger p$ subfield) or both, the derived title added entry also contains the data from these subfields as well.

⁶In the examples, the delimiter (\dagger) indicates the end of the $\dagger a$, $\dagger n$, or $\dagger p$ subfields in the MARC record. It is supplied by the inputter, not the descriptive cataloger.

Title A :+other title information / statement of responsibility. Title B : other title information / statement of responsibility. —
trace title A as: Title.
trace title B as: Title: Title B

Title A =+Parallel title A / statement of responsibility. Title B = Parallel title B / statement of responsibility. —
trace title A as: Title.
trace parallel title A as: Title: Parallel title
trace title B as: Title: Title B
trace parallel title B as: Title: Parallel title B

Title A /+statement of responsibility. Title B / statement of responsibility. —
trace title A as: Title.
trace title B as: Title: Title B

Title A =+Parallel title A ; Title B = Parallel title B / statement of responsibility. —
trace title A as: Title.
trace parallel title A as: Title: Parallel title A
trace title B as: Title: Title B
trace parallel title B as: Title: Parallel title B

Title A :+other title information ; Title B : other title information / statement of responsibility. —
trace title A as: Title.
trace title B as: Title: Title B

Title A ; Title B /+statement of responsibility. —
trace title A as: Title: Title A
trace title B as: Title: Title B

Title A. Title B. —
trace title A as: Title: Title A
trace title B as: Title: Title B

Title A ; Title B ; Title C /+statement of responsibility. —
trace title A as: Title: Title A
trace title B as: Title: Title B
trace title C as: Title: Title C

Title A. Title B :+other title information. Title C. —
trace title A as: Title: Title A
trace title B as: Title: Title B
trace title C as: Title: Title C

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

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

Guideline for Making Title Added Entries

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

judgment. When in doubt, it is best to be liberal in assigning additional title added entries.

Note: For initial articles, see *Initial Articles* below.

1) *General.* Make added entries more or less automatically for cover titles, parallel titles, and added title page titles when they are significantly different from the title proper (cf. 21.2A1). Be more restrictive about caption titles, half titles, running titles, and other title information; added entries for these are generally made only if one of the following is true: a) the work was also published under the title; b) the work is cited in reference sources under the title; or c) the title is given such prominence by typography or by other means that it is reasonable to assume that the publication may be known by it or that persons examining the item might think that it is the main title of the publication. (For added entries made to provide access to portions of the title proper, including alternative titles, see 3) below.)

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

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

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

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

but title proper: M'Liss and Louie ...
title a.e.s: I. Title
(Spelled out form of abbreviation unknown)

3) *Partial titles (including alternative titles).* When a portion of a title is deemed important enough to warrant a special title search, make an added entry for it whenever the general directive in 1) above calls for it. Also, make an added entry when it could be expected, according to the context, that users would consider the phrase alone as the title proper. This is often the case with art books whose title transcription begins with the artist's name; many users might perceive that name as a statement of responsibility rather than a title.

title proper: Paul Jenkins, anatomy of a cloud
title a.e.s: I. Title. II. Title: Anatomy of a
cloud

Make added entries more or less routinely for the part of a title proper that is called "alternative title." Alternative titles present an additional complication in that normally a special title search can be expected also for the first part of the title proper, before the alternative title. To insure that this search is possible, make a special title added entry for this first part whenever it consists of three words or less that are filed on. (The purpose is to insure that a title search is formed solely on the first part of the title.)

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

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

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

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

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

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

title a.e.s: I. Title. II. Title: Doonesbury

7) *Corrected titles* (cf. 1.0F)

a) *Titles corrected by "[i.e. ...]" and "[sic]."* If the title proper has been corrected by the "[i.e. ...]" or "[sic]" technique, make two added entries, one for the title proper as it is recorded (indicator 1 in 245 field or traced as "Title.") and another for the title in its corrected form.

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

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

b) *Titles corrected by bracketing missing letters*. If the title proper has been corrected by supplying in brackets a missing letter or letters, make two added entries, one for the title with the brackets and the supplied letter or letters (indicator 1 in 245 field or traced as "Title.") and another for the title as it appears on the item.

title proper: One day's d[u]lty ...
title a.e.s: I. Title. II. Title: One day's dtv

8) *Letters and initialisms (including acronyms)*. When a series of letters or an initialism occurs as one of the first five words filed on in a title proper or other title for which a title added entry is made, apply the following:

a) *With spacing or separating punctuation*.⁷ If the transcription shows spacing or separating punctuation, make an additional title added entry in the form without any spacing or separating punctuation if it is thought that some catalog user might

⁷Separating punctuation in LC's system includes the hyphen (-), period (.), and slash (/).

expect that the letters would be given in that form in the source.

title proper: A.-G. Chemie ...

title a.e.s: I. Title. II. Title: AG Chemie

title proper: The A-B-C-D of successful college writing ...

title a.e.s: I. Title. II. Title: ABCD of successful college writing

title proper: A i u e o ...

title a.e.s: I. Title. II. Title: Aiueo

b) *Without spacing or separating punctuation.* If the transcription does not show spacing or separating punctuation, normally do not make an added entry with spacing or separating punctuation.

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

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

101 = one hundred one; use also one hundred and one⁸

425 = four hundred twenty-five, *not* four hundred and twenty-five

1001 = one thousand one; use also one thousand and one⁹

1226 = one thousand two hundred twenty-six, *not* twelve hundred twenty-six or twelve hundred and twenty-six

2500 = twenty-five hundred, *not* two thousand five hundred

title proper: The 1-2-3 guide to libraries ...

title a.e.s: I. Title. II. Title: One-two-three guide to libraries

title proper: 1 and 2 Thessalonians ...

title a.e.s: I. Title. II. Title: First and Second Thessalonians

title proper: 1a Mostra Toscana/scultura ...

title a.e.s: I. Title. II. Title: Prima Mostra Toscana/scultura

title proper: 3 point 2 and what goes with it ...

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

title proper: The 3.2 beer law ...

title a.e.s: I. Title. II. Title: Three-point-two beer law

title proper: 3:10 to Yuma ...

title a.e.s: I. Title. II. Title: Three ten to Yuma

⁸An exceptional form provided because of its frequent use.

⁹An exceptional form provided because of its frequent use.

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

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

title proper: ¼ of an inch of French bread ...
title a.e.: I. Title

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

title proper: 2½ minute talk treasury ...
title a.e.: I. Title

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

title proper: 003¼ ...
title a.e.: I. Title

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

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

b) *Dates*

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

title proper: 1915 : revue de guerre en deux actes
...
title a.e.: I. Title

title proper: 1945-1975 Italia ...
title a.e.: I. Title

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

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

title proper: Le XVIIe & XVIIIe siècles ...
title a.e.s: I. Title. II. Title: 17e et 18e
siècles. III. Title: Dix-septième et dix-
huitième siècles

title proper: Australian painting, XIX and XX centuries ...

title a.e.s: I. Title. II. Title: Australian painting, nineteenth and twentieth centuries

title proper: XX. századi művészet ...

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

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

title a.e.s: I. Title. II. Title: Arabskie dokumenty 9-go-20-go vv. III. Title: Arabskie dokumenty dev'fatogo-dvads'atogo vv.

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

title proper: World War II small arms ...

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

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

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

title proper: XXV s'ezd KPSS i problemy ideologicheskoi bor'by ...

title a.e.s: I. Title. II. Title: 25-i s'ezd KPSS i problemy ideologicheskoi bor'by v stranakh Azii i Afriki. III. Title: Dvadsat' piaty' s'ezd KPSS i problemy ideologicheskoi bor'by v stranakh Azii i Afriki

but title proper: Neotropical Microlepidoptera XIX ...

title a.e.s: I. Title. II. Title: Neotropical Microlepidoptera 19

(No added entry from spelled-out form)

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

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

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

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

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

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

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

but title proper: Two years before the mast ...

title a.e.s: I. Title

10) *Signs and symbols.* When a sign or symbol occurs as one or in one of the first five words filed on in a title proper or other title for which a title added entry is made, make an additional added entry

substituting the name or a written form for the corresponding sign or symbol if this can be done concisely and if it is thought that some users of the catalog might reasonably expect that the sign/symbol would be given in that form in the source.

title proper: Transforming #1 ...

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

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

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

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

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

title proper: Poe[try] : a simple introduction to experimental poetry ...

note: On t.p. "[try]" appears as an illustration of a tree

title a.e.s: I. Title: Poe. II. Title: Poetry. III. Title: Simple introduction to experimental poetry

but title proper: Tables of the error function and its derivative, [reproduction of equations for the functions] ...

title a.e.: I. Title.

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

uniform title: [Midsummer night's dream]

title proper: Shakespeare's A midsummer night's dream

title a.e.s: I. Title. II. Title: Midsummer night's dream

12) *Title same/similar to heading*

a) *Same as name heading/name reference.* Do not apply the restriction stated in 21.30J1a) prohibiting making an added entry for a title proper that is essentially the same as the main entry heading (or essentially the same as a reference leading to the main entry heading) if the heading represents a personal or corporate name.

b) *Same as subject heading/subject reference.* Do not apply the restriction stated in 21.30J1c) prohibiting making an added entry for a title proper that is identical with a subject heading or identical with a direct reference to a subject heading used for the work.

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

14) *"Annual report."* Do not make a title added entry for a serial title proper consisting of no more than the words "Annual report."

15) *Other.* If a title proper or other title for which an added entry is made contains data within the first five words filed on for which there could be an alternative form that would be filed differently, make an additional title added entry under that form if it

is thought that some users of the catalog might reasonably expect that form to be given in the source.

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

Limitation on Additional Added Entries for the Same Title

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

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

Initial Articles

In explicit tracings of title added entries ("Title: ..."), drop initial articles, except

1) when the title begins with an article that appears as part of a personal, geographic, or corporate name and is retained in such a name according to LCRI 22.4, LCRI 23.2, or LCRI 24.5 and

2) when the title begins with an article in a situation in which meaning and cataloger's judgment require its retention, e.g., such titles as

"The" as an introductory element of generic nouns
"El Cid" in literary criticism of the 20th century

Apply the same guideline when setting the non-filing indicator for the title proper in MARC records.

21.30L. Series. [Rev.]

Option Decision

Apply the optional provision of 21.30L1 for adding the numeric, etc., designation of the series, if present in the item, in the series added entry. Give it in the form established on the series authority record.

Series Tracing Guidelines

Rule 21.30L1 calls for making an added entry under the heading for a series if it provides a useful collocation. Although "useful collocation" is not itself defined, the rule describes two categories of series for which added entries are not considered useful. The intention of this rule, however, is not to require added entries for all types of series except those explicitly excluded but rather to allow individual institutions to define "useful collocation" in ways appropriate to their collections and users.

LC restricts to some degree the categories of monographic series for which added entries are given. This decision is based on 1) the assumption that certain series are of relatively little importance in providing routine access to library materials and 2) the objection of a number of users of LC cataloging products to producing a great quantity of expensive and little-used series added entries for their already overburdened card catalogs. Accordingly the Library will adopt the guidelines set out below.

Guidelines

1) Trace all series in the following categories:

a) those published before the 20th century, including contemporary reprints of the same, without regard to the type of publisher;

b) those entered under a personal author whether these are serials or multipart items, without regard to the type of publisher;

c) those published by any corporate body that is not a commercial publisher. (For this purpose, treat a university press as a noncommercial publisher);

d) those published by small or "alternative" presses, i.e., small printing/publishing firms that, although commercial, are devoted to special causes or to branches of literature, usually without a mass audience.

2) Do not trace series in the following categories:

a) those in which the items are related to each other only by common physical characteristics;

b) those in which the numbering suggests that the parts have been numbered primarily for stock control or to benefit from lower postage rates;

c) those published by a commercial publisher in which the title indicates *primarily* a literary genre, with or without the name of the publisher. (If, however, the title includes words that significantly narrow the focus of the literary genre or that indicate that the series is intended for a specialized audience (e.g., children), it is not primarily indicative of literary genre and should be traced);

d) those published by a commercial publisher in which the title conveys little or no information about the content, genre, audience, or purpose of the works in the series;

e) those unnumbered subseries of a numbered main series that add nothing of subject matter to the main series title (e.g., *Bibliotheca del viaggio* ; 6. Studi).

3) Trace also series

a) that fall into both categories 1) and 2) above;

b) in special cases in which the cataloger feels that a useful collocation would be served by creating added entries for the series despite the lack of informative words in the series title;

c) that fall into any case of doubt.

4) If a photographic reprint edition contains the original series statement (cf. LCRI 2.7B7), trace the series if the original would be traced according to the guidelines above. Do not trace the series if the original would not be traced according to the same guidelines. (If the photographic reprint edition does not contain the original series statement, do not establish the series.)

5) If a series established after January 1, 1981, *clearly* violates the intentions of the present guidelines, change the series authority record to reflect these provisions and correct any bibliographic records in the MARC database in which the series has been handled under the earlier decision.

Form of Series Added Entry Tracing

If a series is to be given an added entry, the series added entry may be derived from the series statement (called "traced the same" or traced implicitly; 440 field) or not (called "traced differently" or traced explicitly; 490 field with first indicator of 1).

When a series added entry is traced the same or implicitly, it is derived from the counterpart series statement and is represented in the tracing by the word "Series" followed by a period. Trace a series implicitly if the series statement and the numbering, if any, are in exactly the same form as the established series heading and form of numbering, if any. Also trace a series implicitly if the only difference between the series statement, etc., and the established heading is one or more of the following conditions:

- 1) the presence of an initial article (*N.B.* When setting the non-filing indicator for an article at the beginning of the series area in MARC records, follow the guideline stated for the title proper--see LCRI 21.30J); do not apply this condition, however, if the subseries title (including those preceded by a numeric or alphabetic designation) begins with an article;
- 2) the presence or absence of quotation marks around one or more words in the title;
- 3) the presence of an ISSN;
- 4) the presence of brackets around the entire series statement, etc., or any part of it, including numbering.

When a series added entry is traced differently or explicitly, it is represented in the tracing by the word "Series" followed by a colon and the established heading and form of numbering, if any. Trace a series explicitly if there is any difference between the series statement, etc., and the established form other than the conditions mentioned above.¹⁰ *Exception:* For nonroman scripts represented by both a nonromanized card and a romanized machine-readable record, trace the series explicitly in all cases of traced series.

If a series statement for a traced series contains two or more numbers (or the potential for two or more numbers in cases of open entries), proceed as follows with respect to the numbering in the series added entry:

- 1) *Record for the item is closed or being opened*
 - a) *Two or more numbers and they are consecutive.* If the series statement contains two or more numbers representing consecutive items in the series, record the numbering in the tracing in the same form as in the series statement.

¹⁰*For Library of Congress descriptive catalogers only:* If more than one series is to be given an added entry, on the input worksheet always trace explicitly any series subsequent to the first even if the series statement is in the same form as the heading for the series. (Any series added entry that can be derived from the series statement is so tagged in the machine record regardless of its position among the series statements (except for nonroman scripts represented by both a nonromanized card and a romanized machine-readable record). However, on cards printed from machine records all series added entries in the tracings subsequent to the first are printed as traced explicitly, i.e., as the word "Series" followed by a colon and the established heading and numeration, if any. Printing the series tracings in this fashion is a function of the print programs.)

b) *Two or more numbers and they are not consecutive.* If the series statement contains two or more numbers representing items in the series that are not consecutive, record in the tracing only the first number, followed by "etc." (without quotation marks and without brackets).

2) *Record for the item is open*

a) *First number is permanent.* If the first number is a permanent one, record in the tracing that number followed by "etc." (without quotation marks and without brackets) whether subsequent numbers will be consecutive or not. When the record is closed, apply the provisions given in 1) above.

b) *First number is not permanent.* If the first number is not a permanent one, record the numbering in the tracing in the same form as in the series statement. When the first number becomes available, apply the provisions given in 2)a) above. When the record is closed, apply the provisions given in 1) above.

Examples

| <i>Series statement</i> | <i>Series added entry</i> |
|-------------------------|------------------------------------------------------------------------------------|
| (Series ; 13-) | Series ; 13, etc. (Until record closed) |
| (Series ; 13, <18>) | Series ; 13, etc. (Until record closed) |
| (Series ; -5) | Series ; -5 (Until first number becomes available or record is closed) |
| (Series ; 13-<15>) | Series ; 13, etc. (Until record closed) |
| (Series ; <18>) | Series ; <18> (Until first number becomes available or record is closed) |
| (Series ; <3>-5) | Series ; <3>-5 (Until first number becomes available or record is closed) |

21.35E2. [New]

General Revisions of a Treaty, etc.

The rule as written calls for an added entry under the "revised treaty, etc." [i.e., treaty, etc., revised] if the headings differ.

Because this method provides for the needed access point only when the main entry heading is for the revised treaty, etc., but not when such a treaty, etc., is given as an added or subject entry, the Library of Congress uniformly makes a simple *see also* reference from the treaty, etc., revised instead of the added entry called for by the rule.

If the treaty, etc., has undergone several revisions, the reference is always made from the original treaty, etc.

Berne Convention for the Protection of Literary and
Artistic Works (1967)
xx Berne Convention for the Protection of
Literary and Artistic Works (1886)

22.3A. Fullness. [Rev.]

Headings Being Coded AACR 2

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

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

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

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

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

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

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

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

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

If an established heading is already coded "AACR 2" (including those labeled preliminary¹¹—008 byte 33 = d) and subsequently received items show forms in the chief source that vary in fullness, generally do not change the established heading.

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

¹¹For Library of Congress descriptive catalogers only: cf. DCM 21.15.5.

Note: Occasionally the need arises to change a heading that has already been coded to reflect another form that varies solely in fullness. Two such exceptions to the basic policy of retaining the established heading are 1) the author has notified the Library of Congress that another form is preferred or 2) the National Library of Medicine has more works of a medical author in its collections that show a different form. Other exceptions should be carefully considered before making the change.

Variant Forms Within One Item

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

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

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

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

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

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

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

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

22.17. DATES. [Rev.]

Headings That Do Not Conflict

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

Twentieth Century Persons

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

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

Note: If a date is a specific non-Gregorian year, add the Gregorian equivalent to the heading even if this means using a date in the form "1921 or 2."

Pre-Twentieth Century Persons

For pre-twentieth century persons, less precise dates may be used. Consult the examples under 22.17A for guidance. Note one detail about the use of "flourished" dates: "Flourished" dates acceptable for addition to headings for pre-twentieth century persons normally express a span of years of activity. A single year "fl." may be used only in exceptional cases, as when a reference source itself designates the date in this way or there is one publication or other event in the person's life known to be the single or at least primary basis for a single year.

Existing Headings Already Coded for AACR 2

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

Existing Headings Being Coded for AACR 2

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

Abbreviations B.C. and A.D.

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

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

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

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

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

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

24.6. GOVERNMENTS. ADDITIONS. [Rev.]

When a sovereign nation and another place of the same name that is not a sovereign nation exist at the same time, do not qualify the name of the sovereign nation.

Italy (Tex.)
Italy

When a succession of jurisdictions would be entered under the same name, use one heading for all, no matter what differences there are between the jurisdictions.

North Carolina
not North Carolina (Colony) and North Carolina (State)

Texas
not Texas (Republic) and Texas (State)

Hawaii
not Hawaii (Kingdom), Hawaii (Republic), and Hawaii (State)

India
not India (Dominion) and India (Republic)

However, when the geographic qualifier added to a name to reflect its current status is not appropriate for the earlier entity, use two headings and qualify each.

Brabant (Belgium)
Brabant (Duchy)
not Brabant (Belgium)

Tuscany (Italy)
Tuscany (Grand Duchy)
not Tuscany (Italy)

Venice (Italy)
Venice (Republic)
not Venice (Italy)

Aragon (Spain)
Aragon (Kingdom)
not Aragon (Spain)

When the name of a state, province, or territory of Australia, Canada, or the United States, or the name of a constituent state of Malaysia, the USSR, or Yugoslavia conflicts with the name of a place within the same larger jurisdiction, add the type of government as a qualifier to the larger geographic entity.

Malacca (Malacca)
Malacca (State)
not Malacca

New York (N.Y.)
New York (State)
not New York

When the name of a state, province, or territory of Australia, Canada, or the United States, or the name of a constituent state of Malaysia, the USSR, or Yugoslavia conflicts with the name of a place in another jurisdiction, qualify the latter only.

Alberta (Va.)
Alberta
not Alberta (Province)

Victoria (Tex.)
Victoria
not Victoria (State)

Virginia (Minn.)
Virginia
not Virginia (State)

Exception: Use "Washington (State)" as the heading for the state of Washington.

If the name of a U.S. township (called "towns" in New England and some other states) conflicts, apply the following:

1) If the conflict is with the name of a local place within the same state, add

a) the name of the state to the local place;

b) the name of the state and "Township" (or "Town") to the name of the township.

Passaic (N.J.)
Passaic (N.J. : Township)

2) If the conflict is with both the name of a local place and the name of another township, all of which are within the same state, add

a) the name of the state to the local place;

b) the name of the county, the name of the state, and "Township" (or "Town") to the names of the townships.

Berlin (Wis.)
Berlin (Green Lake County, Wis. : Town)
Berlin (Marathon County, Wis. : Town)

3) If the conflict is only with the name of another township within the same state, apply 23.4F.

Add a qualifier to the heading for a jurisdiction that does not conflict with the heading for another jurisdiction when

1) the heading for the jurisdiction is the same as the name of a geographic area but the territory governed by the jurisdiction varies significantly from the geographic area;

West Indies (Federation)

(The heading for Federation of the West Indies, which consisted only of some of the British possessions in the Caribbean; West Indies is a subject heading that covers all the islands in the Caribbean)

Pacific Islands (Trust Territory)

(The heading for Trust Territory of the Pacific Islands, which consists of the Caroline, Marshall, and Mariana Islands; without the qualifier the heading could mean the subject heading for all the islands of the Pacific Ocean)

2) the heading for the jurisdiction is the same as the name of a geographic area but the name of the jurisdiction has ceased.

New Guinea (Territory)

(The heading for Territory of New Guinea, which ceased in 1942; New Guinea is a subject heading for the island which contains the current jurisdictions Papua New Guinea and Propinsi Irian Jaya)

Place Qualifiers

Add to the name of a local church, cathedral, monastery, convent, abbey, temple, mosque, synagogue, etc., the name of the place in which it is located unless the location is clear from the name itself. (If the name of the body contains the place in which it is located, use judgment in determining whether the addition of the name of the place makes the location clear. For example, make the addition if the place is not well known or there is more than one place of the same name and the one being cataloged is not the best known. In case of doubt, do not make the addition.)

Always make a reference from the place if the body is located in a city or town.

Eglise Saint-Jean-Baptiste (Bourbourg, France)
x Bourbourg (France). Eglise Saint-Jean-Baptiste

Abtei Reichenau

Bethel Baptist Church (Washington County, Ky.)

Tenafly Presbyterian Church (Tenafly, N.J.)
x Tenafly (N.J.). Presbyterian Church

Jüdische Reformgemeinde in Berlin
x Berlin (Germany). Jüdische Reformgemeinde

Parish Church of Limpsfield (Limpsfield, England)
x Limpsfield (England). Parish Church

Kölner Dom
x Cologne (Germany). Kölner Dom

S. Stefano di Bologna (Monastery)
x Bologna (Italy). S. Stefano (Monastery)

Note: Headings already coded for AACR 2 that lack a qualifier called for by this directive should not be changed unless a conflict or some other extreme need arises.

Multiple Qualifiers

If the name needs the addition of both a general designation and the name of the place, add the general designation first.

Santo Domingo (Monastery : Pamplona, Spain)
x Pamplona (Spain). Santo Domingo (Monastery)

Churches, Chapels, etc., of Larger Institutions

If a church, chapel, etc., is a subordinate unit of a larger institution and is entered directly under its own name (24.12), generally add the name of the larger institution as a qualifier. Make a reference from the name as a subheading of the larger institution. Also make a reference from the place if the body is located in a city or town.

Chapel of the Good Shepherd (General Theological Seminary)
x General Theological Seminary (New York, N.Y.).
Chapel of the Good Shepherd
x New York (N.Y.). Chapel of the Good Shepherd

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 ed.)
Blue book contractors register (Southern California
ed.)

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 12.1B4), 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) *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

e) *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.

Series Titles Identical to Corporate Names

If the title of a series entered under title is identical to the name of a corporate body (including corporate name initials and acronyms) found in a heading, in a reference, or on the item being cataloged, assign a uniform title that consists of the title qualified by the term "(Series)" although there is no conflict with another series or serial title. (Apply this to all series, including subseries and multipart items.)

Centre de recherches d'histoire ancienne (Series)

Oxford Historical Society (Series)

HAZ (Series)

Facultat de Dret de l'Estudi General de Lleida
(Series)

Posebna izdanja (Crnogorska akademija nauka i
umjetnosti). Odjeljenje društvenih nauka (Series)

If a new series title is identical to both a corporate name and a series title that has been qualified by the term "(Series)," add to the new title the qualifier "(Series)" followed, within its own set of parentheses, by the qualifier appropriate to breaking a conflict between two serial titles.

corporate name: WP

existing series heading: WP (Series)

new series heading: WP (Series) (United States.
Bureau of the Census)

(both titles published in the same place)

If a new series title is identical to both a corporate name and a series or serial title that has been qualified by something other than

"(Series)," add to the new title the qualifier "(Series)" followed, within its own set of parentheses, by the qualifier appropriate for breaking a conflict between two serial titles.

corporate name: ABC
existing series headings: ABC (Lima, Peru); ABC
(Toronto, Ont.)
new series heading: ABC (Series) (Vienna, Austria)

If a new series title is identical to both a corporate name and a serial title lacking a qualifier (e.g., a serial that is not a series), add to the new title the qualifier "(Series)."

corporate name: REED
existing serial: REED : a review of environmental
educational developments
new series heading: REED (Series)

If an existing series title lacking a qualifier later conflicts with a corporate name, add the qualifier "(Series)" to the existing heading.

existing series heading: LDA
new corporate name: LDA
revised series heading: LDA (Series)

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, England)]
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

Copland, Aaron, 1900-

The red pony ...

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

Existing works

Steinbeck, John, 1902-1968

The red pony ...

(*A book*)

The Red pony [motion picture] ...

added entry on the new work

I. Red pony (Motion picture)

revised record for the motion picture

Red pony (Motion picture)

The red pony [motion picture] ...

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.)

25.6A2. [Rev.]

Although the title of a part title contains a general term that can be abbreviated (e.g., "Preface," "Number ...") or contains a general term in a foreign language that has an English equivalent (e.g., "... Band," "Livre ..."), give the term in the exact form that is found in the source used for establishing the uniform title.

Groupes algébriques. Tome 1

not Groupes algébriques. T. 1

not Groupes algébriques. Volume 1

not Groupes algébriques. Vol. 1

When the title of a part title entered subordinately consists of both numbering and a specific title, give the number alone before the specific title. Omit such terms as "volume," "part," "tome," etc., that appear with the number. (Do not apply this to uniform titles for serials, monographic series, and parts of musical works; cf. 12.1B5, LCRI 1.6H, 25.32A.)

Introduction à la Bible. 1, Introduction générale

not Introduction à la Bible. Tome 1, Introduction générale

25.8-25.11. COLLECTIVE TITLES. [Rev.]

Except as noted in LCRI 25.9 and LCRI 25.10, assign a collective uniform title to an item at the first instance of appropriateness, e.g., do not defer the adding of a collective uniform title until the

file under the heading is voluminous.

Extend the use of collective uniform titles to collections entered under a corporate name whenever the particular circumstances warrant it (e.g., collections of official communications by a head of state, collections of encyclicals). Note that the application of 25.8-25.11 is not restricted to collections for which a single person or a single corporate body is responsible.

In any case of a collection covered by 25.8-25.11 containing three or more works, generally, do not make analytical added entries for any of the works in the collection. This applies both to collections with a uniform title and those without. (For the exception for music sound recordings, see LCRI 25.34B-25.34C.)

Under any of the collective uniform titles ("Short stories," "Laws, etc.") other than "Works" or "Selections" (see LCRI 25.8-25.9) a difference in titles proper would separate originals from translations and likewise would separate unrevised editions as well as the various publications of a single edition. Such collective uniform titles are also not adequate for the proper identification of a work being used in a secondary entry. Because of these inadequacies, apply collective uniform titles with the principle found in 25.5B always in mind. The "appropriate designation to distinguish" between one work and another (or to bring them together) will usually be the title proper of each work. Note, however, that the designation should be tailored to fit each case, so that there are possibilities other than the title proper (editor, translator, publisher, compiler, etc.) and that the title proper, if used, may be shortened. Do whatever makes the most sense in the particular case. The following examples are merely illustrative of this point; they are not meant to be prescriptive for the particular works shown:

Maugham, W. Somerset
[Short stories (Heinemann)]
Complete short stories ...

Apply this technique of qualifications only retrospectively, i.e., after the need to bring together differently titled items becomes an actuality or to refer to a particular work in a secondary entry when this work is not the only one bearing the same collective uniform title in the catalog. Then, it will be necessary to revise the earlier entry or entries.

25.30B4. Individual instruments. [Rev.]

Use the following instrument names: violoncello, English horn, contrabassoon, and timpani.

If the application of 25.30B4 results in the separation of a composer's works between harpsichord or clavichord on the one hand and piano on the other, choose the instrument for which the major portion of the works of a given type was intended and use that instrument name for all works of the type. If the "major" instrument is not apparent, use "keyboard instrument."

In the 1988 revision of AACR 2, the words "*realized or unrealized*" were inadvertently omitted from the first paragraph on p. 525 and incorrect language was introduced at the end of the paragraph. The paragraph should read as follows:

Use *continuo* for a thorough bass part, with or without figures, realized or unrealized, whether it is named as *basso continuo*, *figured bass*, *thorough bass*, or *continuo* (see also 25.30B6 for continuo as part of an orchestra or string orchestra).

(A rule revision proposal to restore the correct wording has been initiated.)

25.30B6. Instrumental music for orchestra, string orchestra, band.
[New]

In the 1988 revision of AACR 2, incorrect language was inadvertently introduced into the first sentence of this rule. The sentence should read as follows:

For instrumental music intended for more than one performer to a part, use one of the following terms

(A rule revision proposal to restore the correct wording has been initiated.)

25.34B-25.34C. Selections and Works of various types in one broad or specific medium, and works of one type for one specific medium or various media. [Rev.]

If a sound recording collection contains three, four, or five musical works entered under a single personal name heading, enter the collection under the collective uniform title appropriate to the whole item. Make name-title analytical added entries for each work in the collection. For excerpts from one work, make a separate analytical added entry for each excerpt unless there are two or more excerpts numbered consecutively (25.6B1) or three or more unnumbered or nonconsecutively numbered excerpts (25.6B3).

Do not apply these provisions to the following sound recording collections:

- 1) a collection whose contents consist of all of a composer's works of a particular type or of a particular type for a particular medium of performance (25.34C2);
- 2) a collection made up of a consecutively numbered group of works (25.34C3);
- 3) collections of pop, folk, ethnic, or jazz music;
- 4) multipart collections that are not yet complete.

25.35A1. [New]

As 25.25A makes clear, the additions set forth in 25.35B-25.35F may be added as appropriate to any music uniform title, whether collective or for an individual work. The wording of the first sentence of 25.35A1, which implies that these additions may be used only in uniform titles for single works, is incorrect. The first sentence of 25.35A1 should read as follows:

As appropriate, make other additions to individual or collective uniform titles as instructed in 25.35B-25.35F.

(A rule revision proposal to correct this language has been initiated.)

SUBJECT CATALOGING

SUBJECT HEADINGS OF CURRENT INTEREST

Weekly Lists 19-29, 1989

401(k) plans (May Subd Geog)
Airport slot allocation (May Subd Geog)
Antique and classic cars (May Subd Geog)
Antipsychotic drugs (May Subd Geog)
Assault weapons (May Subd Geog)
Business incubators (May Subd Geog)
Commodity-backed bonds (May Subd Geog)
Computer-aided engineering (May Subd Geog)
Computer science (May Subd Geog)
Disappeared persons (May Subd Geog)
Election monitoring (May Subd Geog)
Electronic data interchange (May Subd Geog)
Exercise addiction (May Subd Geog)
Farmers' markets (May Subd Geog)
Goddess religion (May Subd Geog)
Homeless students (May Subd Geog)
Infant formula intolerance (May Subd Geog)
Knowledge acquisition (Expert systems)
MDMA (Drug) (May Subd Geog)
Panics (Finance) (May Subd Geog)
Petting zoos (May Subd Geog)
Primary commodities (May Subd Geog)
Psychic ability (May Subd Geog)
Rollovers (Finance) (May Subd Geog)
Sabbatical leave (May Subd Geog)
Sexual addiction (May Subd Geog)
Snowboarding (May Subd Geog)
Social marketing (May Subd Geog)
Space pollution
Transboundary pollution (May Subd Geog)
Worry beads (May Subd Geog)

REVISED LC SUBJECT HEADINGS

The list below comprises headings that were changed or cancelled on weekly lists 15-25, 1989.

| <i>Cancelled heading</i> | <i>Replacement heading</i> | <i>May Subd Geog</i> |
|---------------------------------------------------|-----------------------------------------------------|------------------------------|
| Acids, Inorganic | Inorganic acids | NO |
| Afghanistan—History—Soviet Occupation, 1979- | Afghanistan—History—Soviet occupation, 1979-1989 | NO |
| Agua Caliente Indians | Aguas Calientes Indians | NO |
| Airlines—Time-tables | Airlines—Timetables | NO |
| Alpha rhythms | Alpha rhythm | NO |
| Angola—Native races | Indigenous peoples—Angola | |
| Australia—Native races | Australian aborigines— Government relations | NO |
| Ayaragi Gōdaichi Site (Shimonoseki-shi, Japan) | Ayaragi-gō Daichi Site (Shimonoseki-shi, Japan) | NO |
| Bacteria, Anaerobic | Anaerobic bacteria | YES |
| Beaumaris Castle (Beaumaris, Gwynedd) | Beaumaris Castle (Beaumaris, Wales) | NO |
| Blenheim Palace (Blenheim, Oxfordshire) | Blenheim Palace (England) | NO |
| Bondos | Bondo (Indic people) | YES |
| Bororo language | Bororo language (Brazil) | NO |

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|----------------------------------------------------------------------|-------------------------------------------------------------|-----|
| Buckshot War, 1838 | Buckshot War, Harrisburg, Pa., 1838 | NO |
| Buddhism and parapsychology | Parapsychology—Religious aspects—Buddhism | NO |
| Bukusu (African people) | Kusu (African people) | YES |
| Burr-Hamilton Duel | Burr-Hamilton Duel, Weehawken, N.J., 1804 | NO |
| Bus lines—Time-tables | Bus lines—Timetables | NO |
| Caernarvon Castle (Caernarvon, Gwynedd) | Caernarvon Castle (Caernarvon, Wales) | NO |
| Callimico goeldii—Stud-books | Callimico goeldii—Pedigrees | NO |
| Carcinoembryonic antigens | CEA (Oncology) | NO |
| Castello di Fenis (Commune di Fenis, Italy) | Castello di Fenis (Fenis, Italy) | NO |
| Cattle—Herd-books | Cattle—Pedigrees | NO |
| Cats—Stud-books | Cats—Pedigrees | NO |
| Charleston Manor (Westdean, East Sussex) | Charleston Manor (Westdean, England) | NO |
| Chasta Indians | Shasta Indians | NO |
| Cheras | Chera (Indic people) | YES |
| Chickens—Pedigree books | Chickens—Pedigrees | NO |
| Cholas | Chola (Indic people) | YES |
| Cholera, Asiatic | Cholera | YES |
| Cholera, Asiatic—Diagnosis | Cholera—Diagnosis | NO |
| Cholera, Asiatic—Homeopathic treatment | Cholera—Homeopathic treatment | NO |
| Cholera, Asiatic—Immunological aspects | Cholera—Immunological aspects | NO |
| Cholera, Asiatic—Preventive inoculation | Cholera—Preventive inoculation | NO |
| Cholera morbus | Gastroenteritis | YES |
| Christianity and psychical research | Parapsychology—Religious aspects—Christianity | NO |
| Chronometer | Chronometers | YES |
| Civics, Salvadorian | Civics, Salvadoran | NO |
| Coaching—Time-tables | Coaching—Timetables | NO |
| Coincidence in psychical research | Coincidence—Psychic aspects | NO |
| Color prints, Japanese—Kamakura-Momoyama period, 1185-1600 | Color prints, Japanese—Kamakura-Momoyama periods, 1185-1600 | NO |
| Conscience—History of doctrines | Conscience—Religious aspects—History of doctrines | NO |
| Construction industry—Consolidation | Construction industry—Mergers | NO |
| Corn—Life cycle | Corn—Life cycles | NO |
| Crime and criminals | Crime | YES |
| Crime and criminals | Criminals | YES |
| Crime and criminals—Cross-cultural studies | Crime—Cross-cultural studies | NO |
| Crime and criminals—Fiction | Crime—Fiction | NO |
| Crime and criminals—Identification | Criminals—Identification | NO |
| Crime and criminals—Religious aspects | Crime—Religious aspects | NO |
| Crime and criminals—Religious aspects—Buddhism, [Christianity, etc.] | Crime—Religious aspects—Buddhism, [Christianity, etc.] | NO |
| Crime and criminals—Sex differences | Crime—Sex differences | NO |
| Crime and criminals—Australia | Criminals—Australia | |
| Crime and criminals—India | Criminals—India | |
| Crime and criminals—United States | Criminals—United States | |
| Crime and criminals in mass media | Crime in mass media | YES |
| Crime and criminals in the Bible | Crime in the Bible | NO |

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|--------------------------------------------------------------|-------------------------------------------------|-----|
| Cyprus—History—Turkish rule, 1571-1877 | Cyprus—History—Turkish rule, 1571-1878 | NO |
| Dattāreya (Hindu deity) | Dattātreya (Hindu deity) | YES |
| Death (Islam) | Death—Religious aspects—Islam | NO |
| Death (Islam)—Koranic teaching | Death—Religious aspects—Islam—Koranic teaching | NO |
| Delinquents | Criminals | YES |
| Delinquents—Education | Juvenile delinquents—Education | YES |
| Diagnosis, Cytologic | Cytodiagnosis | YES |
| Diagnosis, Cytologic—Automation | Cytodiagnosis—Automation | NO |
| Dogs—Stud-books | Dogs—Pedigrees | NO |
| Electric machinery, Explosionproof | Explosionproof electric machinery | NO |
| Electric switchgear, Explosionproof | Explosionproof electric switchgear | NO |
| Electric transformers, Explosionproof | Explosionproof electric transformers | NO |
| English-horn music (English horns (2)) with string orchestra | English horns (2) with string orchestra | NO |
| Ese Ejja Indians | Ese Ejja Indians | NO |
| Ethnology—Kampuchea | Ethnology—Cambodia | |
| Fort Buford (N.D.) | Fort Buford (Fort Buford, N.D.) | NO |
| Franchthi Cave Site (Greece) | Franchthi Cave (Greece) | NO |
| Friends' Burial Ground Site (Staines, Middlesex) | Friends Burial Ground Site (Staines, England) | NO |
| Fungi, Thermophilic | Thermophilic fungi | YES |
| Furies | Furies (Roman mythology) | NO |
| Galahad | Galahad (Legendary character) | NO |
| Goats—Herd-books | Goats—Pedigrees | NO |
| Grafton House (Grafton Regis, Northamptonshire) | Grafton House (Grafton Regis, England) | NO |
| Grange (Wimbledon, Surrey) | Grange (Wimbledon, London, England) | NO |
| Great Britain—Colonies—Native races | Indigenous peoples—Great Britain—Colonies | NO |
| Green Spring Plantation, Va., Battle of, 1781 | Green Spring Plantation (Va.), Battle of, 1781 | NO |
| Halton House (Halton, Buckinghamshire) | Halton House (Halton, Buckinghamshire, England) | NO |
| Harelip | Cleft lip | YES |
| Harewood House (Harewood, West Yorkshire) | Harewood House (Harewood, England) | NO |
| Hodges Site (Arizona) | Hodges Site (Ariz.) | NO |
| Holbaek Fjord, Denmark | Holbaek Fjord (Denmark) | NO |
| Horses—Stud-books | Horses—Pedigrees | NO |
| IBM VSE (Computer operating system) | DOS/VSE (Computer operating system) | NO |
| Idiot savants | Savants (Savant syndrome) | YES |
| Iglulirmiut (Eskimo tribe) | Iglulik Eskimos | NO |
| Immunology, Developmental | Developmental immunology | YES |
| Inland water transportation—Time-tables | Inland water transportation—Timetables | NO |
| Ironmongers Piece Site (Marshfield, Avon) | Ironmongers Piece Site (Marshfield, England) | NO |
| Italian language—Dialects—Judeo-Italian | Judeo-Italian language | YES |
| Jackson-Dickinson Duel | Jackson-Dickinson Duel, Tenn., 1806 | NO |
| Jerusalem—Plazas | Plazas—Jerusalem | |
| Jerusalem—Siege, 701 B.C. | Jerusalem—History—Siege, 701 B.C. | NO |
| Jerusalem—Siege, 586 B.C. | Jerusalem—History—Siege, 586 B.C. | NO |

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|----------------------------------------------------------|-------------------------------------------------------------|-----|
| Jerusalem—Siege, 70 A.D. | Jerusalem—History—Siege, 70 A.D. | NO |
| Jerusalem—Siege, 70 A.D.— Religious aspects | Jerusalem—History—Siege, 70 A.D.—Religious aspects | NO |
| Jerusalem—Siege, 1948 | Jerusalem—History—Siege, 1948 | NO |
| Judaism and parapsychology | Parapsychology—Religious aspects—Judaism | NO |
| Kaniagmiut (Eskimo tribe) | Kaniagmiut Eskimos | NO |
| Karens | Karen (Southeast Asian people) | YES |
| Karens—Ethnic identity | Karen (Southeast Asian people)—Ethnic identity | NO |
| Karens—Missions | Karen (Southeast Asian people)—Missions | YES |
| Karrebaek Fjord, Denmark | Karrebaek Fjord (Denmark) | NO |
| Kayans | Kayan (Bornean people) | YES |
| Kenya (Malaysian people) | Kenya (Southeast Asian people) | YES |
| Killarney Racecourse (Killarney, Kerry) | Killarney Racecourse (Killarney, Kerry, Ireland) | NO |
| King John's Hunting Lodge Site (Writtle, Essex) | King John's Hunting Lodge Site (Writtle, England) | NO |
| Labor and laboring classes— 1914- | Labor movement | YES |
| Labor and laboring classes— 1914- | Working class | YES |
| Labor and laboring classes— 1970- | Labor movement | YES |
| Labor and laboring classes— 1970- | Working class | YES |
| Lamet (Tribe) | Lamet (Laotian people) | YES |
| Law, Wahehe | Law, Hehe (African people) | NO |
| Lowther Castle (Lowther, Cumbria) | Lowther Castle (Lowther, England) | NO |
| Lullabies, Salvadorian | Lullabies, Salvadoran | YES |
| Malvern Hills (England) | Malvern Hills (England : Mountains) | NO |
| Mate (Shrub) | Mate plant | YES |
| Mathematics—1961- | Mathematics | YES |
| Miniature schnauzers | Miniature schnauzer | YES |
| Missions, Tamil | Missions, Tamil (Indic people) | YES |
| Mohave, Lake (Nev.) | Mohave, Lake (Ariz. and Nev.) | NO |
| Mordred | Mordred (Legendary character) | NO |
| Musical revue, comedy, etc. | Musicals—History and criticism | NO |
| Musical revue, comedy, etc. | Revue—History and criticism | NO |
| Musical revue, comedy, etc.— Production and direction | Musicals—Production and direction | NO |
| Musical revue, comedy, etc.— Production and direction | Revue—Production and direction | NO |
| Musical revue, comedy, etc.— Writing and publishing | Musicals—Writing and publishing | NO |
| Musical revue, comedy, etc.— Writing and publishing | Revue—Writing and publishing | NO |
| Musical revues, comedies, etc. | Musicals | YES |
| Musical revues, comedies, etc. | Revue | YES |
| Musical revues, comedies, etc.—Librettos | Musicals—Librettos | NO |
| Musical revues, comedies, etc.—Stage guides | Musicals—Stage guides | NO |
| Musical revues, comedies, etc.—Stories, plots, etc. | Musicals—Stories, plots, etc. | NO |
| National characteristics, Salvadorian | National characteristics, Salvadoran | NO |
| Native races | Indigenous peoples | YES |
| Nettleton Scrubb Site (Nettleton, Wiltshire) | Nettleton Scrubb Site (Nettleton, Wiltshire, England) | NO |

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|-----------------------------------------------|----------------------------------------------------------|-----|
| New Forest (England) | New Forest (England : Forest) | NO |
| Orkney | Orkney (Scotland) | NO |
| Pacific gray whale | Gray whale | YES |
| Painting, Salvadorian | Painting, Salvadoran | YES |
| Panoan tribes | Panoan Indians | NO |
| Parapsychology and animals | Extrasensory perception in animals | YES |
| Parapsychology and color | Color—Psychic aspects | NO |
| Parapsychology and criminal investigation | Parapsychology in criminal investigation | YES |
| Parapsychology and drugs | Drugs—Psychic aspects | NO |
| Parapsychology and plants | Plants—Psychic aspects | NO |
| Parapsychology and women | Women—Psychic ability | NO |
| Parham (Pulborough, West Sussex) | Parham (Pulborough, England) | NO |
| Pediatric stomatology | Pediatric oral medicine | YES |
| Pennsylvania—Fairs | Fairs—Pennsylvania | |
| Phonotapes in psychical research | Phonotapes in parapsychology | YES |
| Political poetry, Salvadorian | Political poetry, Salvadoran | YES |
| Polo ponies—Stud-books | Polo ponies—Pedigrees | NO |
| Ponies—Stud-books | Ponies—Pedigrees | NO |
| Poultry—Pedigree books | Poultry—Pedigrees | NO |
| Proverbs, Salvadorian | Proverbs, Salvadoran | YES |
| Psychical research | Parapsychology | YES |
| Psychical research | Parapsychology—Research | YES |
| Psychical research and children | Children—Psychic ability | NO |
| Psychical research—Early works to 1900 | Parapsychology—Early works to 1900 | NO |
| Psychical research—Military aspects | Parapsychology—Military aspects | YES |
| Psychometry (Occultism) | Psychometry (Parapsychology) | YES |
| Pug-dogs | Pug | YES |
| Quetzalcoatl | Quetzalcoatl (Aztec deity) | NO |
| Radio in psychical research | Radio in parapsychology | NO |
| Railroads—Time-tables | Railroads—Timetables | NO |
| Rajputs | Rajput (Indic people) | YES |
| Raleigh's Roanoke colonies, 1584-1590 | Roanoke Colony (N.C.) | NO |
| Red Bank, Battle of, 1777 | Red Bank (N.J.), Battle of, 1777 | NO |
| Religion and parapsychology | Parapsychology—Religious aspects | NO |
| Revolutionary literature, Salvadorian | Revolutionary literature, Salvadoran | YES |
| Ripley Castle (Ripley, North Yorkshire) | Ripley Castle (Ripley, North Yorkshire, England) | NO |
| Sacrifice, Human | Human sacrifice | YES |
| Sacrifice, Human (Voluntary) | Voluntary human sacrifice | YES |
| Salvadorian drama | Salvadoran drama | YES |
| Salvadorian fiction | Salvadoran fiction | YES |
| Salvadorian literature | Salvadoran literature | YES |
| Salvadorian poetry | Salvadoran poetry | YES |
| Salvadorian wit and humor, Pictorial | Salvadoran wit and humor, Pictorial | YES |
| Science fiction, Salvadorian | Science fiction, Salvadoran | YES |
| Sculpture, Salvadorian | Sculpture, Salvadoran | YES |
| Self-love (Theology) | Self-acceptance—Religious aspects—Christianity | NO |
| Self-perception in teenagers | Self-perception in adolescence | YES |
| Shetland | Shetland (Scotland) | NO |
| Shetland—Civilization | Shetland (Scotland)—Civilization | NO |
| Shetland—Civilization—Scandinavian influences | Shetland (Scotland)—Civilization—Scandinavian influences | NO |
| Shinto and parapsychology | Parapsychology—Religious aspects—Shinto | NO |
| Simmenthal cattle | Simmental cattle | YES |

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|----------------------------------------------------|---------------------------------------------------|-----|
| Skiascopy | Retinoscopy | YES |
| Slavery—Condition of slaves | Slaves—Social conditions | NO |
| Social work with delinquents and criminals | Social work with juvenile delinquents | YES |
| Social work with delinquents and criminals—England | Social work with juvenile delinquents—England | |
| Sonnets, Salvadorian | Sonnets, Salvadoran | YES |
| South Africa—Native races | Indigenous peoples—South Africa | |
| SOYA (Information retrieval system) | SoyaScan (Information retrieval system) | NO |
| Soybean oil | Soy oil | YES |
| Soybean oil industry | Soy oil industry | YES |
| Steamboat lines—Time-tables | Steamboat lines—Timetables | NO |
| Stomatology | Oral medicine | YES |
| Stomatology, Experimental | Experimental oral medicine | YES |
| Stratospheric ozone | Ozone layer | YES |
| Stratospheric ozone—Reduction | Ozone layer depletion | YES |
| Supervisors, Laboratory | Laboratory supervisors | YES |
| Swine—Herd-books | Swine—Pedigrees | NO |
| Tamils | Tamil (Indic people) | YES |
| Tamils—Kings and rulers | Tamil (Indic people)—Kings and rulers | NO |
| Tamils—Marriage customs and rites | Tamil (Indic people)—Marriage customs and rites | NO |
| Tamils—Religion | Tamil (Indic people)—Religion | NO |
| Tamils—Rites and ceremonies | Tamil (Indic people)—Rites and ceremonies | NO |
| Tantric Buddhism and parapsychology | Parapsychology—Religious aspects—Tantric Buddhism | NO |
| Temple of Amon (Karnak, Egypt)—Hypostyle Hall | Temple of Amon (Karnak, Egypt) | NO |
| Temple of Amon (Karnak, Egypt)—Hypostyle Hall | Halls—Egypt—Karnak | |
| Tigers—Stud-books | Tigers—Pedigrees | NO |
| Tish'ah be-Av | Ninth of Av | NO |
| Tomato catchup | Ketchup | NO |
| Tramp steamers | Tramp shipping | YES |
| Transportation—Time-tables | Transportation—Timetables | NO |
| Trinity (Frome, Somerset) | Trinity (Frome, England) | NO |
| Turkey—History—1909- | Turkey—History—20th century | NO |
| Utkuhigjalingmiut (Eskimo people) | Utkuhigjalingmiut Eskimos | NO |
| Vicksburg (Miss.)—Siege, 1863 | Vicksburg (Miss.)—History—Siege, 1863 | NO |
| Vindolanda Site (Chesterholme, Northumberland) | Vindolanda Site (Chesterholme, England) | NO |
| Waddesdon Manor (Waddesdon, Buckinghamshire) | Waddesdon Manor (Waddesdon, England) | NO |
| Wagogo (African people) | Gogo (African people) | YES |
| Wamatengo (African people) | Matengo (African people) | YES |
| Wazaramo (African people) | Zaramo (African people) | YES |
| Wild animals, Captive | Captive wild animals | YES |
| Wild birds, Captive | Captive wild birds | YES |
| Women, Hausa | Women, Hausa (African people) | YES |
| Women, Wazaramo (African people) | Women, Zaramo (African people) | YES |
| Wounds, Nonpenetrating | Blunt trauma | YES |

SUBJECT HEADINGS REPLACED BY NAME HEADINGS

| <i>Cancelled Subject Heading</i> | <i>Replacement Name Heading</i> |
|----------------------------------|----------------------------------------------------|
| Gadsden treaty, 1853 | Mexico. Treaties, etc. United States, 1853 Dec. 30 |
| Ghent, Treaty of, 1814 | Treaty of Ghent (1814) |
| Groix Island (France) | Groix (France) |

| | |
|----------------------------------------------------------|--------------------------------------------------------------------|
| Hutterian Society of Brothers | Hutterian Society of Brothers (Rifton, N.Y.) |
| Missouri River Basin Project. Garrison Diversion Unit | Missouri River Basin Project (U.S.). Garrison Diversion Unit |
| SPSS (Computer system) | SPSS (Computer program) |
| SPSS X (Computer system) | SPSS X (Computer program) |
| Tordesillas, Treaty of, 1494 | Portugal. Treaties, etc. Spain, 1494 June 7 |
| United Nations. Environment Programme | United Nations Environment Programme |
| Work Incentive Program | Work Incentive Program (U.S.) |
| Work Incentive Program—Law and legislation | Work Incentive Program (U.S.) |

SPECIAL MATERIALS CATALOGING

MOVING IMAGE MATERIALS: GENRE TERMS

The changes below to *Moving Image Materials: Genre Terms* (MIM) (Washington, D.C. : Library of Congress, 1988) were approved at the October/November 1988 meeting of the National Moving Image Database (NAMID) Standards Committee. Users of the list should annotate their copies to incorporate these changes.

Actualities

Change scope to

Use for early, usually short, silent films in which the camera was positioned to record events or everyday life.

Change example to

Edison Kinetoscopic record of the sneeze

Aerial combat drama

Change to Aerial combat films and programs

Animal drama

Change to Animal films and programs

Anthropological works

Change to Anthropological films and video

Anti-war works

Change to Anti-war films and video

Armed forces comedies

Change scope to

Use for fictional comic works which revolve around military life; may depict wacky, eccentric and/or clumsy recruits, soldiers, officers, etc.

Add to examples

M*A*S*H

Autobiographical works

Change to Autobiographical films and video

Caper drama

Change to Caper films and programs

Children's works

Change to Children's films and programs

College drama

Change to College films and programs

Commercials

Change scope to

Use for brief advertisements, usually under a minute, paid for by the sellers of products and services advertised, designed to be broadcast at breaks in programs.

Creature drama

Change to Creature films and programs

Crime drama

Change to Crime films and programs

Detective drama

Change to Detective films and programs

Disaster drama

Change to Disaster films and programs

Documentaries and factual works

Change to Documentaries and factual films and video

Educational/cultural works

Change to Educational/cultural films and video

Film noir

Change scope to

Use for fictional genre films, usually about crime and/or corruption, usually set in the city, with a dark visual style and a tone of despair.

Add to examples

Double indemnity; Murder, my sweet; They live by night

Gambling drama

Change to Gambling films and programs

Historical works (Nonfiction)

Change to Historical films and video (Nonfiction)

Horror drama

Change to Horror films and programs

Industrial works

Change to Industrial films and video

Invisible man drama

Change to Invisible man films and programs

Juvenile delinquency drama

Change to Juvenile delinquency films and programs

Legal drama

Change to Legal films and programs

Live shows

Change scope to

Use for television programs that are filmed straight through with no time delay to allow for editing.

Made for TV movies

Add reference

UF: Made-fer's

Remove reference

UF: Television broadcasting of films

Martial arts drams

Change to Martial arts films and programs

Medical drama

Change to Medical films and programs

Medical works (Nonfiction)

Change to Medical films and video (Nonfiction)

Monster drama

Change to Monster films and programs

Change scope to

Use for fictional genre films and programs which focus on an animate being, usually part human or nonhuman, with supernatural or prodigious powers, which usually threaten human life. Monsters includes atomic mutants, monstrous throwbacks, monsters made and/or controlled by mad scientists, animal-man combinations, scientists who transform themselves into monsters, the various species of resurrected dead, and creatures from outer space, including alien parasites.

Motorcycle gang drama

Change to Motorcycle gang films and programs

Mummy drama

Change to Mummy films and programs

Musicals

Change scope to

Use for fictional films and programs in which structure and movement are determined by musical numbers: songs, and usually dancing. Do not use for operas; instead, use LCSH heading.

Mysteries

Change scope to

Use for fictional genre films and programs which usually revolve around the solution of a murder and do not have as their central character a private eye or gentleman detective; includes films and programs about a victim being driven crazy by someone, and films in which a character accused of murder tracks down the real villain.

Add reference

UF: Whodunits

Nature works (Nonfiction)

Change to Nature films and video (Nonfiction)

Naval combat drama

Change to Naval combat films and programs

Newsreels

Change scope to

Use for nonfiction films released theatrically in periodic issues, each issue consisting of a number of stories reporting and commenting on recent events. Also include here newsreel special editions, symposium newsreels, and excerpts from newsreels for broadcast on television.

Organ transplant drama

Change to Organ transplant films and programs

Personal/independent works

Change to Personal/independent films and video

Police drama

Change to Police films and programs

Add reference

UF: Police procedurals (NTX)

Political drama

Change to Political films and programs

Prison drama

Change to Prison films and programs

Prisoner of war drama

Change to Prisoner of war films and programs

Private eye drama

Change to Private eye films and programs

Propaganda

Change scope to

Use for films or programs which are primarily and frankly persuasive and ideological, designed to propagate particular doctrines.

Change references under Documentaries and factual films and programs and Fiction to RT

Psychopath drama

Change to Psychopath films and programs

Public relations works

Change to Public relations films and video

Religious works

Change to Religious films and video

Reporter drama

Change to Reporter films and programs

Road drama

Change to Road films and programs

Rock and roll musicals

Change scope to

Use for fictional genre films and programs built around rock and roll stars, with many singing numbers. For biographies of rock musicians, such as The Buddy Holly story, use Biographies.

Scientific works (Nonfiction)

Change to Scientific films and video (Nonfiction)

Sociological drama

Change to Sociological films and programs

Sociological works (Nonfiction)

Change to Sociological films and video (Nonfiction)

Sports drama

Change to Sports films and programs

Sports event coverage and commentary

Add references

Dog racing (NTX)

Greyhound racing (NTX)

Sled dog racing (NTX)

Whippet racing (NTX)

Spy drama

Change to Spy films and programs

Structuralist works

Change to Structuralist films and video

Superhero drama

Change to Superhero films and programs

Teen drama

Change to Teen films and programs

Trick films

Add

SN: Use for films made during the period of early cinema, up to ca. 1907, in which apparent transformations occur, primarily through the use of camera techniques.

RT: Fantasy

Vampire drama

Change to Vampire films and programs

War drama

Change to War films and programs

Werewolf drama

Change to Werewolf films and programs

Westerns

Add reference

UF: Singing westerns (NTX)

Zombie drama

Change to Zombie films and programs

Suggestions for additional changes may be sent to

Ms. Martha Yee
UCLA Film and Television Archive
1015 North Cahuenga Blvd.
Los Angeles, Calif. 90038

who will collect all suggestions and prepare them for presentation to the NAMID Standards Committee at their next meeting.

PUBLICATIONS

LIBRARY OF CONGRESS SUBJECT HEADINGS

Library of Congress Subject Headings (LCSH), 12th edition, has been published. Now issued yearly, LCSH has been enhanced with an expanded preface and includes a list of headings changed since last year's edition. This list is especially valuable to librarians using LCSH for local authority control. The three-volume set is \$150.

Besides the case-bound edition, the Library offers LCSH in two additional formats: for professionals who wish subject data updated quarterly, both microfiche and CD-ROM versions are available. A *Library of Congress Subject Headings*, cumulative microform edition, provides quarterly cumulative updates for \$80 a year (\$85 international). The CD-ROM version, *CDMARC Subjects*, not only provides quarterly updates, but software as well that offers sophisticated new ways to search and retrieve subject authority data. *CDMARC Subjects* costs \$300 a year (\$370 international) with four fully cumulated CD-ROM updates, search and retrieval software, a user's manual, a ready-

reference card, and free user support for the length of the subscription.

To order LCSH in print, on microfiche, and/or on CD-ROM contact Cataloging Distribution Service, Customer Services Section, Library of Congress, Washington, D.C. 20541, (202) 707-6100.

GUIDE TO FREE-FLOATING SUBDIVISIONS

Catalogers and reference librarians can find free-floating subdivision information and subject headings quickly with *Free-Floating Subdivisions: An Alphabetical Index*. Prepared by the Office of the Principal Cataloger, Subject Cataloging Division, it is a handy companion to the *Subject Cataloging Manual: Subject Headings*. This new tool guides users quickly from the free-floating subdivisions of their choice to chapters in the *Subject Cataloging Manual: Subject Headings* where "how-to" information for applying free-floating subdivisions is discussed.

Users can browse through *Free-Floating Subdivisions* instead of spending time thumbing through the full three volumes of *Library of Congress Subject Headings*. Featuring a practical, single alphabetic listing, the publication also contains every free-floating subdivision in the subject authority online file and is current through Weekly List 89/17.

Catalogers will find *Free-Floating Subdivisions* a useful shortcut to finding pertinent information in the *Subject Cataloging Manual: Subject Headings*. Reference staff will better be able to help patrons find relevant subject headings by examining free-floating subdivision usage.

Free-floating Subdivisions: An Alphabetical Index can be ordered from Cataloging Distribution Service, Customer Services Section, Library of Congress, Washington, D.C. 20541, (202) 707-6100, \$20.

LIBRARY OF CONGRESS CLASSIFICATION SCHEDULES

Class K, Subclasses KJ-KKZ, Law of Europe, has just been published by the Cataloging Distribution Service and is available for \$25.

Prepared by the Subject Cataloging Division, the regional schedule comprises classification for regional comparative law, European community law (using captions in English, French, and German), and subject classification for all European countries. For the first time, the schedule also presents a detailed classification for the ancient legal systems of the region - Roman, Germanic, Celtic, and Slavic law. An extensive index contains entries in Latin, English, German, and French, and includes Germanic terminology.

In addition to *Law of Europe*, two greatly expanded editions of existing classification schedules have been published within the past year: *Class Q, Science*, 7th edition, 1989, priced at \$30. *Class P, Subclasses PN, PR, PS, PZ, Literature (General), English and American Literature, Fiction in English, Juvenile Belles Lettres*, 3rd edition, 1988, for \$25. *Class D, Subclasses DT-DX, History of Africa, Australia, New Zealand, etc.*, 3rd edition, 1989, is now being prepared for publication; price to be announced.

To order these or any of the Library's classification schedules, contact Cataloging Distribution Service, Customer Services Section, Library of Congress, Washington, D.C. 20541, (202) 707-6100.

CDMARC NAMES

The complete Library of Congress name authority file can now be accessed on personal computers. Developed by CDS, the new CD-ROM product, *CDMARC Names*, is a three-disc set containing nearly 2.5 million personal, corporate, series, and title authority records.

CDMARC Names allows users to

1) Locate a name authority record in seconds with powerful search, browse, and keyword capabilities. (Every word can be searched, there are no stopwords or search limitations, and no search is too complex.)

2) Choose and narrow the search by record type or other qualifier.

3) Search and browse five separate indexes: Names, Title, Keyword, LC Class Number, and LC Authority Control Number.

CDMARC Names runs on both single and multiple drives. For the single drive user, there are prompts telling when to load each disc. For multiple drive users, discs may be inserted in any order - the product's "virtual disc system" finds the correct disc on its own. It is also possible to build an authority base by downloading or exporting records, with no downtime and no telecommunications charges.

Three display options are available: the established form and any variants, a catalog card image, or the USMARC-tagged record format. With additional equipment, users can display and print the full ALA extended character set.

CDMARC Names is compatible with *CDMARC Subjects*. Both use the same retrieval software, and a few simple keystrokes can take you from names to subjects and back again.

A third CD-ROM product, *CDMARC Bibliographic*, LC's entire bibliographic authority file on CD-ROM, is expected in early 1990.

These CDMARC products can be used on any CD-ROM drive on the market that supports the High Sierra standard and uses Microsoft DOS extensions. They work on IBM PC/XT/AT class computers or compatibles having at least 640K RAM and running DOS version 3.1 or higher.

A one-year subscription to *CDMARC Names* is \$375 (U.S.) or \$450 (international), and includes fully cumulated quarterly updates, a reference manual in a three-ring binder, a keyboard template, retrieval software, and a ready-reference card.

Free demonstration diskettes of both names and subjects are available on request.

To order or receive more information, call or write Cataloging Distribution Service, Customer Services Section, Library of Congress, Washington, D.C. 20541, (202) 707-6100.

NATIONAL UNION CATALOG OF MANUSCRIPT COLLECTIONS

The *National Union Catalog of Manuscript Collections* (NUCMC) is being offered as a MARC distribution service (MDS). MDS-NUCMC contains machine-readable records for collections of personal and family papers, business records, and other manuscript materials of historical importance and research potential.

For the last ten months, NUCMC catalogers have been adding their archival and manuscript cataloging records to the Research Libraries

Group's Research Libraries Information Network (RLIN) following the MARC format for archival and manuscripts control.

MDC-NUCMC will be distributed quarterly in the USMARC format only on 9-track magnetic tape (1600 or 6250 bps) or cartridge. The service contains approximately 2,800 records for the current subscription year. Questions about MDS-NUCMC should be addressed to Lloyd Lewis, Library Customer Services Analyst, Library of Congress, Washington, D.C. 20541, (202) 707-1308.

The *MARC Distribution Service - National Union Catalog of Manuscript Collections* is available by subscription for \$1,000 annually. A test tape of approximately 200 records may be obtained for \$215. To order contact Cataloging Distribution Service, Customer Services Section, Library of Congress, Washington, D.C. 20541, (202) 707-6100.

CATALOGING DISTRIBUTION SERVICE

LIBRARY OF CONGRESS LICENSES THE MARC DATABASE

Beginning January 1, 1990, the Library of Congress will issue licenses to all subscribers to the MARC Distribution Service (MDS). Available through the Cataloging Distribution Service (CDS) of the Library, MDS is the Library's program for sharing machine readable cataloging (MARC) records from its complete database through a range of individual magnetic tape services.

Within the United States, the new licensing agreement will have no direct effect on institutions that use the Library's MARC records in providing library services. End-users will be able to use the records from the Library's MARC database as they have done in the past.

The intent of the MDS licensing agreement is to ensure that users outside the U.S. contribute a fair share to the long-term maintenance of a large complex bibliographic database and the development of new distribution services. This contribution will safeguard the value of the MARC database for all who benefit by it. The agreement is an extension of the Library's action in 1986 of copyrighting its records for use outside the U.S. Licensing helps the Library enforce its copyright more effectively.

The primary impact of the MDS licensing agreement is on the Library's overseas customers and U.S. customers with non-U.S. clients who act as brokers of Library of Congress MARC records outside the U.S. These customers repackage and resell the Library's MARC data abroad.

The major thrust of the agreement concerns the *wholesale* and/or *selective redistribution* of MARC records. As defined in the agreement, a *wholesale redistributor* is a customer who redistributes at least 50 percent of the records distributed by CDS in a given file during the subscription year. A *selective redistributor* is a customer who redistributes less than 50 percent of the records distributed by CDS in a given file during the subscription year.

For more information about the MDS licensing agreement, contact Dominick Mormino, Assistant Customer Services Officer, Library of Congress, Cataloging Distribution Service, Washington, D.C. 20541, (202) 707-1309. For information about MDS, or to order the service, contact Cataloging Distribution Service, Customer Services Section, Library of Congress, Washington, D.C. 20541, (202) 707-6100.

CDS TO DISCONTINUE SEARCHING SERVICE FOR CARD ORDERS LACKING LCCNS

As of September 30, 1989, the Cataloging Distribution Service (CDS) of the Library of Congress will no longer provide a search service for card orders that are submitted without Library of Congress card numbers (LCCNs).

Since 1901, the search service for orders lacking LCCNs has been a major feature of the card services provided by the Library. Unique in today's marketplace, this service is a labor-intensive operation. Rising operating costs coupled with budget constraints make it unfeasible for CDS to continue this aspect of the service. As always, CDS will continue to accept and fulfill all card orders that include LCCNs.

For the card order customer's convenience, CDS recommends *The Cumulative Book Index*, published by the H.W. Wilson Co., Bronx, N.Y., as an excellent source for finding LCCNs.

CDS will strive to process every searching order received that lacks LCCNs, postmarked no later than September 29, 1989, but cannot guarantee that all searching requests can be accommodated. CDS will notify customers promptly if their orders cannot be fulfilled.

For information about Library of Congress card services, contact Cataloging Distribution Service, Customer Services Section, Library of Congress, Washington, D.C. 20541, (202) 707-6100.

SERVICE TAILORS MARC DATABASE FOR NATIONAL BIBLIOGRAPHY

Libraries can develop or enhance bibliographies specific to a country or language with *MDS Select-National Profiles*, a new service from the Cataloging Distribution Service (CDS) of the Library of Congress.

Using *MDS Select-National Profiles*, librarians set up a standing computer profile to automatically select MARC books records from the *MDS-Books All* file for everything cataloged by the Library of Congress in a given language or country or a given language in a given country. Users can tailor their individual selection profiles by choosing any codes from the *USMARC Code List for Countries* or the *USMARC Code List for Languages*.

The country option "United States" cannot be selected as a sole country option. This file is already available for purchase from CDS as *MDS-Books U.S.* Also, "English" can only be selected as a language option in combination with a country other than the United States. Records for all English language notices are available through *MDS-Books English*. Complete details about either service can be found in the CDS *MARC 1989* brochure.

MDS Select-National Profiles includes all MARC records for monographs cataloged by the Library, including Cataloging in Publication (CIP) records and National Coordinated Cataloging Project (NCCP) contributed records.

MDS Select-National Profiles is available in two formats: USMARC or UNIMARC and on either magnetic tape (1600 or 6250 bpi) or tape cartridge. A retrospective file service costs \$700 (U.S.) and \$735 (international). An annual subscription update service costs \$630 (U.S.) and \$660 (international).

To order or for more information, contact Cataloging Distribution Service, Customer Services Section, Library of Congress, Washington, D.C. 20541, (202) 707-6100.

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ROMANIZATION

GEORGIAN

The romanization table for Georgian that was published in *Cataloging Service*, bulletin 119, is valid as printed. The correction that appeared in *Cataloging Service*, bulletin 120, should be ignored.

ROMANIZATION TABLES IN CATALOGING SERVICE AND CATALOGING SERVICE BULLETIN

All the ALA/LC romanization tables have been published in *Cataloging Service* or *Cataloging Service Bulletin*. Below is a complete listing of the languages covered which cites the issue containing the latest version of each table, together with the location of any addenda, corrections, etc.

- Altaic languages, e.g., Azerbaijani
see Persian (cf. *Cataloging Service Bulletin*, no. 19 (Winter 1982), p. 2)
- Amharic
Cataloging Service, bulletin 118 (Summer 1976)
corrections *Cataloging Service Bulletin*, no. 9 (Summer 1980), no. 17 (Summer 1982)
- Arabic
Cataloging Service, bulletin 118 (Summer 1976)
addenda *Cataloging Service*, bulletin 125 (Spring 1978), *Cataloging Service Bulletin*, no. 46 (Fall 1989)
correction *Cataloging Service Bulletin*, no. 6 (Fall 1979)
- Armenian
Cataloging Service Bulletin, no. 38 (Fall 1987)
- Assamese
Cataloging Service, bulletin 118 (Summer 1976)
- Awadhi
see Hindi (cf. *Cataloging Service Bulletin*, no. 3 (Winter 1979), p. 8)
- Belorussian
Cataloging Service, bulletin 118 (Summer 1976)
corrections *Cataloging Service*, bulletin 119 (Fall 1976), *Cataloging Service Bulletin*, no. 41 (Summer 1988), CSB no. 42 (Fall 1988)
- Bengali
Cataloging Service, bulletin 118 (Summer 1976)
- Bihari
see Hindi (cf. *Cataloging Service Bulletin*, no. 3 (Winter 1979), p. 8)
- Braj
see Hindi (cf. *Cataloging Service Bulletin*, no. 3 (Winter 1979), p. 8)
- Bulgarian
Cataloging Service, bulletin 118 (Summer 1976)
corrections *Cataloging Service*, bulletin 119 (Fall 1976), bulletin 122 (Summer 1977), *Cataloging Service Bulletin*, no. 5 (Summer 1979), no. 8 (Spring 1980)
- Burmese
Cataloging Service Bulletin, no. 12 (Spring 1981)
- Chinese
Cataloging Service, bulletin 118 (Summer 1976)
- Church Slavic
Cataloging Service, bulletin 118 (Summer 1976)
addendum *Cataloging Service Bulletin*, no. 9 (Summer 1980)

- Coptic
 see Greek (cf. *Cataloging Service*, bulletin 121 (Spring 1977), p. 13)
- Divehi
 Cataloging Service Bulletin, no. 19 (Winter 1982)
- Dogri
 see Panjabi (cf. *Cataloging Service Bulletin*, no. 3 (Winter 1979), p. 8)
- Georgian
 Cataloging Service, bulletin 119 (Fall 1976)
 corrections *Cataloging Service*, bulletin 120 (Winter 1977), *Cataloging Service Bulletin*, no. 46 (Fall 1989)
- Greek
 Cataloging Service, bulletin 118 (Summer 1976)
 correction *Cataloging Service*, bulletin 122 (Summer 1977)
- Gujarati
 Cataloging Service, bulletin 118 (Summer 1976)
- Hebrew
 Cataloging Service, bulletin 118 (Summer 1976)
 addendum *Cataloging Service Bulletin*, no. 38 (Fall 1987)
- Hindi
 Cataloging Service, bulletin 119 (Fall 1976)
- Japanese
 Cataloging Service Bulletin, no. 20 (Spring 1983)
 addenda *Cataloging Service Bulletin*, no. 24 (Spring 1984), no. 29 (Summer 1985)
- Kannada
 Cataloging Service, bulletin 119 (Fall 1976)
- Kashmiri
 Cataloging Service Bulletin, no. 24 (Spring 1984)
- Khmer
 Cataloging Service Bulletin, no. 43 (Winter 1989)
- Konkaki
 Cataloging Service Bulletin, no. 5 (Summer 1979)
- Korean
 Cataloging Service, bulletin 119 (Fall 1976)
 Cataloging Service Bulletin, no. 14 (Fall 1981)
- Kurdish
 Cataloging Service Bulletin, no. 42 (Fall 1988)
- Lahada
 see Panjabi (cf. *Cataloging Service Bulletin*, no. 3 (Winter 1979), p. 8)
- Lao
 Cataloging Service Bulletin, no. 43 (Winter 1989)
- Lepcha
 Cataloging Service Bulletin, no. 22 (Fall 1983)
- Limbu
 Cataloging Service Bulletin, no. 22 (Fall 1983)
- Macedonian
 see Serbian
- Maithili
 see Hindi (cf. *Cataloging Service Bulletin*, no. 3 (Winter 1979), p. 8)
- Malayalam
 Cataloging Service, bulletin 119 (Fall 1976)
- Maldivian
 see Divehi
- Manipuri
 see Assamese and Bengali (cf. *Cataloging Service Bulletin*, no. 3 (Winter 1979), p. 8)
- Marathi
 Cataloging Service, bulletin 119 (Fall 1976)
- Monoglian
 Cataloging Service Bulletin, no. 24 (Spring 1984)

- Moplah**
Cataloging Service Bulletin, no. 19 (Winter 1982)
- Nanai**
Cataloging Service Bulletin, no. 1 (Summer 1978), p. 26
corrections *Cataloging Service Bulletin*, no. 36
(Spring 1987), no. 37 (Summer 1987)
- Nepali**
see Hindi (cf. *Cataloging Service Bulletin*, no. 9
(Summer 1980), p. 20)
- Newari**
see Hindi (cf. *Cataloging Service Bulletin*, no. 39
(Winter 1988), p. 37)
- Non-Slavic languages in the Cyrillic alphabet**
Cataloging Service, bulletin 122 (Summer 1977), bulletin
123 (Fall 1977), bulletin 124 (Winter 1978),
bulletin 125 (Spring 1978), *Cataloging Service
Bulletin*, no. 1 (Summer 1978)
- Oriya**
Cataloging Service, bulletin 119 (Fall 1976)
- Ottoman Turkish**
Cataloging Service Bulletin, no. 5 (Summer 1979)
addendum *Cataloging Service Bulletin*, no. 46 (Fall
1989)
- Pahari**
see Hindi (cf. *Cataloging Service Bulletin*, no. 3
(Winter 1979), p. 8)
- Pali**
Cataloging Service, bulletin 120 (Winter 1977)
- Panjabi**
Cataloging Service, bulletin 119 (Fall 1976)
- Persian**
Cataloging Service, bulletin 119 (Fall 1976)
dictionary *Cataloging Service Bulletin*, no. 12
(Spring 1981)
correction *Cataloging Service Bulletin*, no. 20
(Spring 1983)
- Prakrit**
see Sanskrit
- Pushto**
Cataloging Service, bulletin 120 (Winter 1977)
- Rajasthani**
see Hindi (cf. *Cataloging Service Bulletin*, no. 3
(Winter 1979), p. 8)
- Russian**
Cataloging Service, bulletin 119 (Fall 1976)
- Santali**
Cataloging Service Bulletin, no. 8 (Spring 1980)
- Sanskrit**
Cataloging Service, bulletin 120 (Winter 1977)
- Serbian**
Cataloging Service, bulletin 120 (Winter 1977)
- Sindhi**
Cataloging Service, bulletin 120 (Winter 1977)
- Sinhalese**
Cataloging Service, bulletin 120 (Winter 1977)
- Syriac**
see Hebrew (cf. *Cataloging Service*, bulletin 121
(Spring 1977), p. 13)
- Tamil**
Cataloging Service, bulletin 120 (Winter 1977)
- Telugu**
Cataloging Service, bulletin 120 (Winter 1977)
- Thai**
Cataloging Service, bulletin 120 (Winter 1977)
- Tibetan**
Cataloging Service, bulletin 120 (Winter 1977)

Uighur

Cataloging Service Bulletin, no. 40 (Spring 1988)

Ukrainian

Cataloging Service, bulletin 120 (Winter 1977)

corrections *Cataloging Service Bulletin*, no. 5
(Summer 1979), no. 8 (Spring 1980)

Urdu

Cataloging Service, bulletin 120 (Winter 1977)

Yiddish

see **Hebrew**

GUIDELINES FOR OTTOMAN TURKISH NAME HEADINGS

Preliminary Notes

1) The guidelines below reflect decisions of the Library of Congress on elements to be included in Ottoman Turkish personal name headings and on the choice of an entry element for these name headings.

2) These guidelines are for Ottoman names, that is they cover Turco-Islamic names originally written in Arabic script and borne by people whose primary language was Turkish.

3) Given the complexity of Ottoman names, the disparity of their treatment in reference sources, and the nature of the books for which these headings are prepared, cataloger's judgment must play an important role in the application of these guidelines.

4) Note that although reference sources do present the disparity mentioned, still Ottoman names must routinely be searched in reference sources in order to provide sufficient information for constructing the heading and identifying variations from which references must be made.

5) Generally, established headings should not be changed. The lack of uniformity in information from reference sources and the need to apply judgment when formulating headings mean that headings can rarely be considered either "right" or "wrong." After the original formulation of the heading, later catalogers' judgment or later information presented either by the person's works or by reference sources does not justify a change in the heading. Errors, usually of fact, in the original formulation of the heading of course do justify such changes.

Introduction

1) *Possible elements of Ottoman name headings*

a) *Given names* (including Arabic combinations, e.g., al-Din, which are used as given names in Turkish)

b) *Patronymics* (either in an Arabic style compound with ibn, Persian style with the suffix zade, or Turkish style with the suffix oğlu)

c) *Pennames*

d) *Descriptive epithets* (referring to occupation, physical characteristics, ethnic origin, place, etc.)

e) *Titles of nobility, honor, and address*

(1) Nobility was restricted to the Ottoman dynasty.

(2) Titles may precede a name (e.g., şeyh, hacı), follow a name (e.g., reis, paşa), or appear in either position (e.g., çelebi). Over the centuries, a number of titles once used only for royalty or for certain select groups came to be associated with a different segment of the population or dwindled to terms of address (e.g., Çelebi, bey, efendi).

f) *Western-style titles (such as doktor) and titles of military rank in the reformed Ottoman military (such as binbaşı)*

Choice of Name

1) Names of persons likely to appear in general English language sources (AACR 2 alternative rule 22.3C and its LCRI).

a) Enter a person found under a single form in all three of the sources specified in the LCRI under that form.

b) If the name is found in all three sources but the forms do not agree, use the form in the *Encyclopaedia Britannica* (15th ed.).

c) If the name is not found in all three sources, apply 2) below.

2) Names of persons not likely to appear in general English language sources and those not found in all three of the sources required by LCRI 22.3C.

a) Persons who worked in a non-verbal context or who are not primarily known as authors.

(1) Determine the name from reference sources, including books by or about the person, issued in the person's language or the language of his or her country of residence or activity. (AACR 2 22.1B and its LCRI.) Choose the fullest satisfactory form.

(2) If the only source for a person not primarily known as an author is the item being cataloged, use the fullest form found anywhere in the item (LCRI 22.1B).

(3) When the spelling of a person's name taken from Ottoman Turkish and modern Turkish sources differ, choose the predominant form. In case of doubt, prefer the spelling in roman script.

b) *Persons who are known primarily as authors*

(1) Base the name on the chief source or chief sources of works by the author in his or her language (AACR 2 22.1B). This includes the author's works published in both Arabic and roman script. When the spelling of an author's name taken from Ottoman Turkish and modern Turkish title pages differ, choose the predominant spelling. In case of doubt, prefer the spelling in roman script. For authors before 1801, when chief sources of information show one form of name and another form is used in modern reference sources in the person's language, prefer the latter (LCRI 22.1B).

(2) If the author is known by more than one name, choose the most commonly known name (AACR 2 22.2A).

(3) If the forms of a name vary in fullness, choose the most commonly found form if there clearly is one. If no form is clearly predominant, choose the fullest satisfactory form, based on cataloger's judgment (AACR 2 22.3A).

Mehmet Sait Halim Paşa, 1863-1921

(4) Include in the name titles and words and phrases commonly associated with the name (AACR 2 22.1C).

Hacı Bektaş Veli, 13th cent.

(a) In determining whether titles or phrases are "commonly associated," take into account their presence or absence in reference sources as well as in the author's works. In case of doubt, include the titles, words, or phrases.

(b) Note that words and phrases denoting place, occupation, etc., appearing only in complex statements that contain other elements are not generally considered as "commonly associated" (see *Additions to Names* below).

Mehmet Sait, †Üsküdar Polis Müdüriyeti Fotoğraf
Müdürü

(c) Treat commonly associated western-style titles and titles of rank in the reformed Ottoman military as additions to names rather than as part of the name (see *Additions to Names* below and AACR 2 22.11B).

Arif, †Binbaşı

Entry Element

Having determined the elements included in the heading according to *Choice of Name* above, enter under the first element. Do not use a comma between elements of the name.

Çelebi Ahmet Cemaleddin

Generally, this rule is not to be overridden by the various policies for entry found in the reference sources consulted. Override the basic rule above only when a strong consistency of entry element as well as cataloger's judgment force entry under an element other than the first. In such a case, use a comma after the entry element (AACR 2 22.5B).

Salâhi, Mehmed, 1857-1910

Additions to Names

1) Any title, word, or phrase denoting place, occupation, etc., that is not eligible for inclusion in the name itself may be added as a qualifier to resolve a conflict (LCRI 22.8A1, LCRI 22.17-22.20, 1)c)). Precede the qualifier by a comma. Exceptionally, the word or phrase may be added as a qualifier even though no "conflict" situation exists, if failure to include it would result in a clearly inadequate heading.

İhsan, †İzmir mebusu

2) If no title or phrase is available to resolve a conflict, devise a suitable brief term and add it in parentheses (AACR 2 22.19). Exceptionally, a qualifier may also be devised and added in parentheses even though no "conflict" situation exists if failure to include it would result in a clearly inadequate heading.

Mehmet †(Calligrapher)

References

Liberal refer from different names, forms of name, entry elements, and spellings following the general provisions of AACR 2 26 and the LCRIs.

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ARABIC CATALOGING

Introduction

With this article, the Library of Congress wishes to share some documents on Arabic cataloging that eventually will be used in a manual on cataloging Arabic publications. This manual will deal primarily with romanization, although some treatment of other matters that are also central to the cataloger's work will be included — very much in the way the *Hebraica Cataloging* has dealt with Hebrew and Yiddish. The documents noted below have been reviewed by a number of individuals and groups interested in the subject. Additional comments from readers of this bulletin are welcome.

Sources

There are three primary sources for determining Arabic romanization at the Library of Congress: the Library of Congress Arabic romanization table, *A Dictionary of Modern Written Arabic*, by Hans Wehr; and *al-Munjid fī al-lughah wa-al-a'lām*. The Library of Congress romanization table provides a comprehensive treatment of Arabic romanization, while *A Dictionary of Modern Written Arabic* is widely used for the study of the Arabic language by western audiences and is considered the standard Arabic-English dictionary of its genre. In the Arab world *al-Munjid* is the standard Arabic-Arabic dictionary used.

Normally when romanizing Arabic, LC follows the table, and in so doing adheres as closely as possible to classical Arabic. If there is still some doubt as to how a word should be romanized, *A Dictionary of Modern Written Arabic* (1971 rev. ed.) is consulted first. Occasionally this source will supply two possibilities for romanizing the word. If so, the next step is to consult *al-Munjid*, accepting the first form provided there if there is more than one form. Hence, *A Dictionary of Modern Written Arabic* is used as the basis for most romanization decisions that are not settled by the table, with *al-Munjid* serving as the final arbiter for persisting ambiguities. Below are bibliographic citations for these and a few other major dictionaries.

Wehr, Hans.

A dictionary of modern written Arabic / Hans Wehr ; edited by J. Milton Cowan. — 3rd ed. — Ithaca, N.Y. : For USA and Canada, Spoken Languages Services, 1971.

Standard Arabic-English dictionary used in the U.S. for university courses in the Arabic language.

al-Munjid fī al-lughah wa-al-a'lām. — al-Ṭab'ah 28. — Bayrūt : Dār al-Mashriq ; Tawzī' al-Maktabah al-Sharqīyah, 1986.

Standard Arabic-Arabic dictionary.

Ba'labakkī, Munīr.

al-Mawrid : qāmūs Inkilīzī-'Arabī / Munīr al-Ba'labakkī = al-Mawrid : a modern English-Arabic dictionary / by Munir Baalbaki. — Bayrūt, Lubnān : Dār al-'Ilm lil-Malāyīn, 1986.

Standard English-Arabic dictionary for native speakers of Arabic, widely used throughout the Arab world.

Hava, J. G.

al-Farā'id al-durrīyah 'Arabī-Inkilīzī = al-Faraid Arabic-English dictionary / J.G. Hava. — al-Ṭab'ah 3. — Bayrūt : Dār al-Mashriq, c1970.

Used for medieval and arcane Arabic words.

Lane, Edward William, 1801-1876.

Madd al-qāmūs = an Arabic English lexicon / Edward William Lane. - New Delhi : Asian Educational Services, 1985.

Observations

In romanization, the article al- ("the") is always lowercased and attached to the following word with a hyphen. It should not be confused (in romanization) with Āl which is always uppercased with a macron over the vowel. This Āl is not a form of the article; normally it represents part of a compound name and indicates kinship. The connective wa- ("and") is always lowercased and attached to the following word with a hyphen.

Arabic names often include the use of an inseparable prefix such as Abū, Ibn, Bint, Āl. These are always capitalized wherever they appear except for Ibn and Bint. When used as the initial elements (including entry elements) of a name, Ibn and Bint are capitalized; otherwise, they are lowercased.

Ibn al-Firkāh, Ibrāhīm ibn 'Abd al-Raḥmān, 1262-1329

Bint al-Hudá

Ruqayyah bint 'Alī ibn Abī Ṭālib, 7th cent.

Some regional variants of Abū and Ibn occur, particularly in North Africa: Abū becomes Bū; Ibn becomes Bin.

Bū Ṭabbah, Aḥmad al-Tihāmī, 1937-

Bin Sharīfah, Muḥammad

When romanizing words of foreign origin, LC follows rule 22 of the "Rules of Application" appended to the table, keeping as close to the original pronunciation as the Arabic orthography permits. For example, in an imprint statement the romanization is as follows:

Niyū Yūrk : Wāylī, 1988 نيويورك (او) نيو يورك
(New York : Wiley, 1988) وايلى

Foreign words often appear in several different orthographic versions. For example, "geology" can appear written in Arabic in at least three different ways:

| | |
|--------------|----------|
| jiyūlūjiyā | جيولوجيا |
| zhiyūlūzhiyā | چيولوجيا |
| jiyūlūjīyah | جيولوجية |

In these cases the romanization reflects the Arabic orthography and the form it dictates.

The policy for romanizing colloquial Arabic is, again, to follow the classical language as closely as possible. For example,

السيد ومراته في باريس
becomes al-Sayyid wa-marātuh fī Bārīs

Vocalization

Representing Arabic vowels in romanization represents a special problem, inasmuch as short vowels normally do not appear in Arabic orthography. For a short list of words and names, the Library of Congress has found that 1) these words and names appear frequently in sources that are to be transcribed in cataloging and 2) catalogers have varied in selecting those vowels that have to be supplied in the romanization of these words and names. For a greater degree of consistency, these words and names are listed below showing the preferred vocalization based on a full consideration of dictionaries, expert opinions, etc.

1) General

| | |
|---------------------------|--------|
| 'abra | عبر |
| 'alāqāt | علاقات |
| akhawān (dual) | اخوان |
| 'ām (year) | عام |
| 'āmm (general) | عام |
| 'aqārī | عقارى |
| 'aqd (decade or contract) | عقد |
| azmah | ازمة |
| barnāmaj | برنامج |
| batrūl | بترول |
| binyawī | بنیوی |
| dawlī | دولي |
| dhikrayāt | ذكريات |
| ḍidda | ضد |
| ḍiffah | ضفة |
| dirāmā | دراما |
| fawqa | فوق |
| ḥawla | حول |
| ḥilm (kindness) | حلم |
| ḥulm (dream) | حلم |
| huwīyah | هوية |
| ikhwān (plural) | اخوان |
| ibbāna | ابان |
| 'iqd (necklace) | عقد |
| jazā'ī | جزائي |
| jinā'ī | جنائي |
| khilāla | خلال |
| khiṭbah (engagement) | خطبة |
| khuṭbah (speech) | خطبة |
| mahjar | مهاجر |
| mathaf | متحف |
| malakīyah (royal) | ملكية |

| | |
|----------------------|---------|
| milkiyah (ownership) | ملكية |
| minṭaqah | منطقة |
| misāḥah | مساحة |
| min ajli | من اجل |
| mudhakkirah | مذكرة |
| muqaddimah | مقدمة |
| naft | نفت |
| nusrah | نصرة |
| qabla | قبل |
| qaṭr (train) | قطر |
| qiṣāṣāt (clippings) | قصاصات |
| qiṣaṣ (stories) | قصص |
| qaṭr (region) | قطر |
| raqābah | رقابة |
| shahādah | شهادة |
| sharikah | شركة |
| ṣiḥāfah | صحافة |
| ṣundūq | صندوق |
| Suryānī | سرياني |
| Suryānīyah | سريانية |
| taḥta | تحت |
| tujāha | تجاه |
| 'unwān | عنوان |
| waḥy | وحي |
| wakālah | وكالة |
| warā' a | وراء |

2) *Terms used in statements of responsibility*

| | |
|--------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|
| abridged/abridgement = mukhtaṣar, mūjaz | مختصر، موجز |
| commentary = ta'līq, ta'qīb, sharḥ, tafsīr | تعليق، تعقيب، شرح، تفسير |
| commentator = mu'alliq, mu'aqqib, mufassir | معلق، معقب، مفسر |
| compiled by/compilation = jama'a, jam', taṣnīf, ta'līf | جمع، جمع، تصنيف، تأليف |
| compiler = jāmi', muṣannif, mu'allif | جامع، مصنف، مؤلف |
| composition = tajmī', ta'līf, tanzīm | تجميع، تأليف، تنظيم |
| corrected by = ṣaḥḥaḥahu | صححه |
| correction = taṣḥīḥ, ta'dīl | تصحيح، تعديل |
| edited by/editing = ḥaqqqaḥu wa-rāja'ahu, taḥqīq, taḥrīr | حققه وراجعه، تحقيق، تحرير |
| editor = muḥarrir, muḥaqqiq | محرر، محقق |
| introduction = muqaddimah, tamhīd | مقدمة، تمهيد |
| prepared by/preparation = a'addahu, jam' wa-tartīb | أعدّه، جمع وترتيب |
| production = intāj | إنتاج |
| revision = murāja'ah or murāja'at (if used in the construct state - see Library of Congress Arabic romanization tables, rule 7 b.), tanqīḥ | مراجعة، تنقيح |
| supervision (editorial) = ashrafa 'alá, bi-ishrāf, bi-ihtimām | أشرف على، بأشراف، باهتمام |
| summary = khulāṣah or khulāṣat (see murāja'ah) | خلاصة |
| translation/translated by = tarjamah, naqalahu ilá al-'Arabīyah, tarjamahu, turjima | ترجمة، نقله الى العربية، ترجمه، ترجم |
| translator = mutarjim | مترجم |
| written by = allafahu, katabahu | الفه، كتبه |

3) Proper names

| | |
|--------------|----------|
| Barīṭāniyā | بريطانيا |
| al-Ghazzālī | الغزالي |
| Ibn Sa'ūd | ابن سعود |
| Jiddah | جدة |
| al-Kharṭūm | الخرطوم |
| al-Rabāṭ | الرباط |
| al-Sa'ūdīyah | السعودية |
| 'Ukāẓ | عكاظ |
| al-Urdun | الاردن |

4) Islamic Calendar - Lunar Year (Wehr and al-Munjid)

| | |
|----------------------|--------------|
| a) Muḥarram | محرم |
| b) Ṣafar | صفر |
| c) Rabī' al-Awwal | ربيع الاول |
| d) Rabī' al-Thānī | ربيع الثاني |
| e) Jumādā al-Ulā | جمادى الاولى |
| f) Jumādā al-Ākhirah | جمادى الآخرة |
| g) Rajab | رجب |
| h) Sha'bān | شعبان |
| i) Ramaḍān | رمضان |
| j) Shawwāl | شوال |
| k) Dhū al-Qa'dah | ذو القعدة |
| l) Dhū al-Ḥijjah | ذو الحجة |

5) *Egyptian Months (Wehr)*

| | |
|-------------------|---------------|
| a) Yanāyir | يناير |
| b) Fabrāyir | فبراير |
| c) Mārs | مارس |
| d) Abrīl | أبريل |
| e) Māyū | مايو |
| f) Yūniyū/Yūniyah | يونيو / يونيه |
| g) Yūliyū/Yūliyah | يوليو / يوليه |
| h) Aghuṣṭus | أغسطس |
| i) Sibtam̄bir | سبتمبر |
| j) Uktūbir | أكتوبر |
| k) Nūfimbir | نوفمبر |
| l) Dīsimbir | ديسمبر |

6) *Syrian Christian months*

| | |
|---------------------|--------------|
| a) Kānūn al-Thānī | كانون الثاني |
| b) Shubāṭ | شباط |
| c) Ādhār | آذار |
| d) Nīsān | نيسان |
| e) Ayyār | ايار |
| f) Ḥazīrān | حزيران |
| g) Tammūz | تموز |
| h) Āb | آب |
| i) Aylūl | ايلول |
| j) Tishrīn al-Awwal | تشرين الاول |
| k) Tishrīn al-Thānī | تشرين الثاني |
| l) Kānūn al-Awwal | كانون الاول |

7) *Numbers.* Numbers in the Arabic language are always a problem when it comes to romanization. The Arabic language cataloger has to worry about whether the number is single or compound and what gender it should take. The following guidelines are a summary of the Arabic grammatical rules as they apply to the spelled-out forms of the numbers in the Arabic language:¹

a) *Rule 1.* The gender of the numbers 1 and 2 whether single or compound should agree with the gender of the counted noun.

¹All numbers used in these examples are romanized in the nominative case.

(1) *Single Number*

| | |
|-----------------------|------------|
| Kitāb wāḥid | كتاب ١ |
| Ithnān min al-kutub | ٢ من الكتب |
| Ṣūrah wāḥidah | صورة ١ |
| Ithnatān min al-ṣuwar | ٢ من الصور |

(2) *Compound Number*

| | |
|-----------------------|---------|
| Aḥad 'ashar kitāb | ١١ كتاب |
| Ithnā 'ashar kitāb | ١٢ كتاب |
| Iḥdā 'ashrat ṣūrah | ١١ صورة |
| Ithnatā 'ashrat ṣūrah | ١٢ صورة |

b) *Rule 2.* The gender of the numbers 3-9 whether single or compound should contrast with the gender of the counted noun.

(1) *Single Number*

| | |
|-----------------|-------|
| Thalāthat kutub | ٣ كتب |
| Khams ṣuwar | ٥ صور |

(2) *Compound Number*

| | |
|----------------------|---------|
| Arba'at 'ashar kitāb | ١٤ كتاب |
| Sab' 'ashrat ṣūrah | ١٧ صورة |

c) *Rule 3.* The gender of number 10 should contrast with the gender of the counted noun if single and agree with it if compound.

(1) *Single Number*

| | |
|----------------|--------|
| 'Asharat kutub | ١٠ كتب |
| 'Ashr ṣuwar | ١٠ صور |

(2) *Compound Number*

| | |
|----------------------|---------|
| Khamsat 'ashar kitāb | ١٥ كتاب |
| Khams 'ashrat ṣūrah | ١٥ صورة |

d) *Rule 4.* Decades 20-90, 100, and 1000 whether single or compound take one form with both masculine and feminine nouns.

(1) *Single Number*

| | |
|-----------------|-----------|
| Thalāthūn kitāb | ۳۰ کتاب |
| Thalāthūn ṣūrah | ۳۰ صورة |
| Mi'at kitāb | ۱۰۰ کتاب |
| Mi'at ṣūrah | ۱۰۰ صورة |
| Alf kitāb | ۱۰۰۰ کتاب |
| Alf ṣūrah | ۱۰۰۰ صورة |

(2) *Compound Number*

| | |
|------------------------------------|-----------|
| Khamsah wa-thalāthūn kitāb | ۳۵ کتاب |
| Khams wa-thalāthūn ṣūrah | ۳۵ صورة |
| Mi'ah wa-thalāthat kutub | ۱۰۳ کتب |
| Mi'ah wa-thalāth ṣuwar | ۱۰۳ صور |
| Alf wa-thamāniyah wa-'ishrūn kitāb | ۱۰۲۸ کتاب |
| Alf wa-sab' wa-'ishrūn ṣūrah | ۱۰۲۷ صورة |

e) Conversion of Preliminary Page Numbers in Classical Arabic to International Form

| | |
|----|----|
| ا | 1 |
| ب | 2 |
| ج | 3 |
| د | 4 |
| هـ | 5 |
| و | 6 |
| ز | 7 |
| ح | 8 |
| ط | 9 |
| ي | 10 |
| ك | 11 |
| ل | 12 |
| م | 13 |
| ن | 14 |
| س | 15 |
| ع | 16 |
| ف | 17 |
| ص | 18 |
| ق | 19 |
| ر | 20 |
| ش | 21 |
| ت | 22 |
| ث | 23 |
| خ | 24 |
| ذ | 25 |
| غ | 26 |
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