

LIBRARY OF CONGRESS/WASHINGTON

CATALOGING SERVICE BULLETIN

COLLECTIONS SERVICES

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Editor: Robert M. Hiatt

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Library of Congress, Washington, D.C. 20541

GENERAL

CORRESPONDENCE ADDRESSED TO THE LIBRARY OF CONGRESS

Below is a revision of the list of LC officers to whom to direct inquiries that appeared in *Cataloging Service Bulletin*, no. 42. All addresses are Library of Congress, Washington, D.C. 20540, unless otherwise noted.

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Classification Division

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Head, Music Section
Special Materials Cataloging
Division

National Serials Data Program

Questions on descriptive or subject cataloging should be addressed to the officers mentioned above. Other questions related to the program may be addressed to

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Questions on descriptive or subject cataloging should be addressed to the officers mentioned above. Other questions relating to the program may be addressed to

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Chief, Cataloging-in-
Publication Division

Distribution of LC cataloging records (printed cards and MARC tapes) and LC technical publications

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Section
Cataloging Distribution
Service
Library of Congress
Washington, D.C. 20541

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 Any LCRI previously published but not listed below is no longer applicable and has been cancelled.

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1.1G2. [New]

Option Decisions

For cartographic materials, motion pictures and videorecordings, computer files, and microforms, describe the item as a unit or make a description for each separately titled work, whichever solution seems better in the particular situation. For sound recordings, describe the item as a unit.

1.4D2. [Rev.]

Option Decision

Do not apply the optional provision of the rule.

Interpretation

1) *Form of name.* Shorten the name or not, whichever is more efficient and effective in the particular case – according to judgment. Do not, however, attempt to judge how well the name is known internationally.

2) *Retention of hierarchy.* When the name of a non-commercial publisher is part of a hierarchy, generally do not omit parts of the hierarchy. In the case of commercial publications, omit unnecessary elements of the hierarchy or not – according to judgment.

source: National Archives & Records Service //
General Services Administration
transcription: National Archives & Records
Service, General Services Administration

source: Lexington Books // D.C. Heath
transcription: Lexington Books, D.C. Heath
or Lexington Books

3) *Retention of term of incorporation, etc.* If "Inc.," "Ltd.," etc., appear after a serial title being recorded as a publisher, distributor, etc., retain it. Also, when these elements follow other names, retain them or not – according to judgment.

4) *Omission of personal names.* When a personal name appears in a statement of publishing because of legal requirements of the country (e.g., India), omit this personal name.

source: Printed and Published by S.D. Puranik for
the National Institute of Bank Management
transcription: National Institute of Bank
Management

1.4D4. [New]

Apply this rule or not, whichever is more efficient and effective, according to judgment.

1.4D5. [Rev.]

Choice of Publishers

Record the names of all publishers appearing on the chief source of information of the edition being cataloged (or the names appearing on the single source used for the publisher statement when the publisher is not named on the chief source). Record also the name of a

U.S. publisher appearing anywhere on the item when a non-U.S. publisher appears on the chief source.

t.p.: Clarendon Press Oxford
t.p. verso: Published in the United States by
Oxford University Press, New York
transcription: Oxford : Clarendon Press ; New
York : Oxford University Press

If the chief source has on it a "general" imprint name that is shared by associated companies or by parent and branch companies and the specific firm names appear in a secondary position, generally assume that the first of these names represents the publisher of the item and combine the firm's name with the "general" imprint name. If this place is not in the U.S. and a U.S. place is coupled with one of the other firm names, add this place to the "general" imprint name also.

t.p.: Pitman Publishing
t.p. verso:
Sir Isaac Pitman and Sons Ltd.
Pitman House, Parker Street,
Kingsway, London WC2B 5PB
P.O. Box 46038, Banda Street,
Nairobi, Kenya

Pitman Publishing Pty. Ltd.
Pitman House, 138 Bouverie Street,
Carlton, Victoria 3053, Australia

Pitman Publishing Corporation
6 East 43rd Street
New York, NY 10017 USA
transcription: London ; New York, NY, USA : Pitman

t.p.: Penguin Books
t.p. verso:
Penguin Books Ltd., Harmondsworth, Middlesex,
England
Penguin Books Inc., ... Baltimore, Maryland
Penguin Books Australia Ltd., Ringwood,
Victoria, Australia
Penguin Books Canada Limited, ... Markham,
Ontario, Canada
Penguin Books (N.Z.) Ltd., ... Auckland 10, New
Zealand
transcription: Harmondsworth, Middlesex, England ;
Baltimore, Md. : Penguin Books

If the chief source has on it a specific firm name and a statement about associated companies or a parent organization appears elsewhere in the item, do not include these associated companies or their places in the imprint.

t.p.: Newnes Technical Books
(Information from outside the book establishes
that this firm is located in London)

t.p. verso:

The Butterworth Group

United Kingdom Butterworth & Co (Publishers) Ltd.
London: 88 Kingsway, WC2B 6AB

Australia Butterworths Pty Ltd.
Sydney: 586 Pacific Highway,
Chatswood NSW 2067
Also at Melbourne, Brisbane, Adelaide
and Perth

Canada Butterworth & Co (Canada) Ltd.
Toronto: 2265 Midland Avenue, Scarborough
Ontario, MIP 4S1

New Zealand Butterworths of New Zealand, Ltd.
Wellington: T & W Young Building
77-85 Customhouse Quay, 1, CPO Box 472

South Africa Butterworth & Co (South Africa) (Pty)
Ltd.
Durban: 152-154 Gale Street

USA Butterworth (Publishers) Inc.
Boston: 19 Cummings Park, Woburn, MA
01801

First published 1978 by Newnes Technical
Books

A Butterworth Imprint

transcription: [London] : Newnes Technical Books

t.p.: Sir Isaac Pitman & Sons Ltd.

t.p. verso:

Sir Isaac Pitman & Sons Ltd.
London, Bath, Carlton, Melbourne,
Johannesburg

Associated Companies

Pitman Medical Publishing Company Ltd.
46 Charlotte Street, London

Pitman Publishing Corporation
20 East 46th Street, New York, NY 11105

Sir Isaac Pitman & Sons (Canada) Ltd.
381-383 Church Street, Toronto

transcription: London : I. Pitman

Distributors

If information concerning the distributor is printed or appears on a stamp or label anywhere in the item, record the distributor in the publication, distribution, etc., area. (Ignore distributors given only on the dust jacket.) Record the name of the distributor if it differs in form from the name of the publisher even though both belong to the same entity. *Exceptions:* 1) Do not record those distributors that are remaindering an edition, that are secondhand dealers, or that act in some other capacity as outlets for only part of an edition. Distributors of these types are of no bibliographic significance. If in doubt as to the significance of the distributor statement, record

it. 2) If distribution is dispersed between publisher and distributor(s) or between distributor and distributor (with one distributing in one area and the other distributing in another area), give only the distributor that distributes the edition in the U.S. If, in case of dispersed distribution, there is not distributor in the U.S., give the first-named distributor only when there is no publisher. 3) Do not record distributors found on items older than the current three years.

foot of t.p.: Alfred A. Knopf, New York
t.p. verso: Distributed by Random House, New York
publication, etc., area: New York : Knopf :
Distributed by Random House

For items from the United States Government Printing Office (GPO), retain the statement that an item is for sale by the Superintendent of Documents since only a portion of GPO's items is distributed in that manner.

Recording Multiple Entities

When recording the names of two or more publishers, distributors, etc., and the names appear together in the item in a single statement that connects them linguistically, generally give them in a single statement rather than separating them with a space-colon-space. However, if the names need to be transcribed after different places, give each entity in a separate publisher statement in the publication, distribution, etc., area.

New York : Foremost Americans Pub. Corp. for Bowker

London : National Council for Educational
Technology with the Library Association

London : Bodley Head for Mackays

but New York : Garland ; Paris : Fondation Le Corbusier
(*source:* Garland Publishing, Inc., New York and
London, and Fondation Le Corbusier, Paris)

Note that if the entities are located in different places, it does not necessarily mean that the item was published, distributed, etc., in those places. Record as places of publication, etc., only the locations of the entities that are actually publishing, distributing, releasing, etc., the item. However, names of places rejected for recording as places of publication, etc., may be retained in the publisher statement if they appear in conjunction with the names of the entities being recorded here.

Riberalta, Bolivia : Publicado por el Instituto
Lingüístico de Verano en colaboración con el
Ministerio de Educación y Cultura

Toronto ; Buffalo : Published for the Glenbow-
Alberta Institute, Calgary, Alta., by University
of Toronto Press

Rio de Janeiro : Livraria Editora Cátedra em
convênio com o Instituto Nacional do Livro,
Ministerio da Educação e Cultura, Brasília

London : Published by Mechanical Engineering
Publications Ltd. for the Institute of
Tribology, Leeds University, and the Institut
national des sciences appliquées, Lyon

If the names of two or more entities appear in separate statements on the chief source of information of the edition being cataloged (or on the single source used for the publisher statement when the publisher is not named on the chief source), do not routinely give in the publication, distribution, etc., area the entities that are not involved with the publication, distribution, etc., of the item. Generally give them in a quoted noted instead.

foot of t.p.: George Godwin, London and New York
middle of t.p.: Published in association with the
Plastics and Rubber Institute
publication, etc., area: London ; New York :
Godwin
note area: "Published in association with the
Plastics and Rubber Institute."

foot of t.p.: The University of Tennessee Press,
Knoxville
middle of t.p.: Published in cooperation with the
Tennessee Historical Commission
publication, etc., area: Knoxville : University of
Tennessee Press
note area: "Published in cooperation with the
Tennessee Historical Commission."

foot of t.p.: Publication of the Hawaii Natural
History Association
at head of title: Published in cooperation with
the National Park Service
publication, etc., area: [Honolulu] : Hawaii
Natural History Association
note area: "Published in cooperation with the
National Park Service."

1.4D6. [Rev.]

Option Decision

Apply the optional provision of the rule according to LCRI 1.4D5.

Note that the example in the printed text of AACR 2 should read

Stockholm : Grammofon AB BIS ; New York :
Distributed by Qualiton Imports

1.4F5. *Optional addition.* [Rev.]

Option Decision

Apply the optional rule to materials other than books and printed serials whenever the copyright date of the item is different from the date of publication etc. (For books and printed serials, do not add a copyright date after the publication date.)

If a copyright date is being recorded, transcribe copyright dates other than a phonogram copyright date preceded by a lowercase "c"; transcribe the phonogram copyright date preceded by a lowercase "p."

1.4F6. [Rev.]

Applicability

If the *edition* being cataloged (LCRI 1.0) lacks a date of publication, etc., apply the following:

1) If the item contains only a copyright date, give the copyright date. (See also LCRI 1.4F7.)

t.p. verso: Copyright ©1980
preface signed: June 1980
transcription: c1980

t.p. verso: Copyright ©1982
preface signed: June 1981
transcription: c1982

Ignore copyright renewal dates for works first copyrighted before 1978. If the copyright dates vary, give the latest date for works copyrighted after 1977.

If a copyright date is being recorded, transcribe copyright dates other than a phonogram copyright date preceded by a lowercase "c"; transcribe the phonogram date preceded by a lowercase "p."

2) If the item contains a copyright date and a date of manufacture and the year is the same for both, give only the copyright date. Do not add the date of manufacture.

t.p. verso: Copyright ©1980 // 1980 printing
transcription: c1980

3) If the item contains a copyright date and a date of manufacture and the years differ, give the copyright date. Add the date of manufacture (1.4G4).

t.p. verso: Copyright ©1978 // Sixth Printing 1980
preface signed: June 1978
transcription: c1978 (1980 printing)

4) If the item contains only a date of manufacture, apply the following in the order listed:

a) Give the date of manufacture in brackets as an inferred date of publication, etc., if it can be assumed that the date of manufacture and the date of the edition being cataloged are identical; for books this means that the item is assumed to be the first printing of the edition.

t.p. verso: First Printing 1980
transcription: [1980]

b) Give the date of manufacture.

t.p. verso: 15th Impression 1980
transcription: 1980 printing

Indication of Manufacture

Materials other than printed books rarely show a date that could be called a "date of manufacture." In rare cases in which such items do indeed bear such date, it is unlikely that it will be recognized as such unless it is accompanied by a word or phrase indicative of manufacture. Whenever possible, the cataloger's designation to indicate that the date is one of manufacture should be derived from this accompanying word or phrase. If there is no word or phrase, the cataloger should use his or her imagination or knowledge to fit the particular item. If this fails also, there's the very general word "manufacture" found in rule 1.4F6 itself, e.g., "1967 manufacture."

Option Decision

Apply the optional provision of the rule.

1.6. SERIES AREA. [Rev.]

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 - (1) Preliminaries
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Series Statements and Series Tracings

- 1) General
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 - a) As a single series statement
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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*

(a) *General principle*. 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

(b) *Series authority records*

(i) *Titles already considered to constitute a series and classified as a collection in LC.* If no series authority record exists, prepare one for a series. If a series authority record already exists, make no changes to it reflecting the source of the series title.

(ii) *No full bibliographic records in LC.* Prepare a series authority record identifying the title as a "series-like phrase."

(iii) *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 for a series already exists, do not change it to one for a series-like phrase. Instead, add a note: "Series title appears in some items only in prefatory matter or text proper; when this occurs, transcribe the information as a quoted note on the bibliographic record." Do not delete existing series statements and tracings.

If a series authority record for a series-like phrase already exists and if in later items the information appears in one of the sources appropriate to a bona fide series statement, change the authority record to one for a series and add a note: "Series title appears in some items only in prefatory matter or text proper; when this occurs, transcribe the information as a quoted note on the bibliographic record." Do not add series statements and tracings to existing bibliographic records.

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"
"SP-MN"

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*

(1) *Numbered series.* 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 appropriate¹) 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, basing it on the first item in the series, or if the first item is not in LC's collections, basing 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.

(2) *Unnumbered series.* If 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;

¹When 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.

(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 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 internazionale 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.

1.8. STANDARD NUMBER AND TERMS OF AVAILABILITY AREA. [Rev.] [Formerly 1.8B and 1.8D]

International Standard Book Number

1) *Existing standard numbering system.* The International Standard Book Number (ISBN) system developed from the book numbering system introduced in the United Kingdom in 1967. The principles and procedures for international standard book numbering are now embodied in the International Organization for Standardization's Recommendation 2108. The purpose of the ISBN is to identify one title or edition of a title from one specific publisher by number for processing and inventory control. The ISBN is carried in the MARC record and has become an additional access point in the catalog record in many computer-based systems, including the system at the Library of Congress.

Each ISBN consists of ten digits and is divided into four parts as follows:

a) *Group identifier.* This identifies the national, geographic, or other similar grouping of publishers. The group identifier varies in length according to likely output of items in a group; the larger the output, the smaller the group identifier. Group identifiers are allocated by the International ISBN Agency in Berlin; to date the following have been allocated:

- 0, 1 Australia, Canada, New Zealand, South Africa, United Kingdom, United States, Zimbabwe (formerly Rhodesia)
- 2 Belgium (French speaking), Canada (French speaking), France, Switzerland (French speaking)
- 3 Austria, Federal Republic of Germany, Switzerland (German speaking)
- 4 Japan
- 5 Soviet Union
- 7 China
- 82 Norway
- 83 Poland
- 84 Spain and other selected Hispanic countries
- 85 Brazil
- 86 Yugoslavia
- 87 Denmark
- 88 Italy
- 90 Belgium (Dutch speaking), Netherlands

91	Sweden
92	International organizations, Unesco
950	Argentina
951	Finland
962	Hong Kong
963	Hungary
965	Israel
968	Mexico
971	Philippines
977	Egypt
978	Nigeria
99	Surinam

b) *Publisher identifier.* This identifies a particular publisher within a group. The length of this part varies; the larger a publisher's output, the shorter the publisher's identifier. Publisher identifiers are allocated by group or national ISBN agencies.

c) *Title identifier.* This identifies a particular title or edition of a title published by a particular publisher. The length of this part depends upon the length of the publisher identifier. Title identifiers are usually assigned by the publisher.

d) *Check digit.* This is always the last digit of the number; it consists of a single digit, 0-9, or the capital letter X, which represents the number 10. The check digit is derived from a calculation on the other nine digits and is used in computer systems to validate numbers as a means of checking against errors in transcription.

1) *Previous numbering system.* Prior to the adoption of the existing system, Standard Book Numbers (SBN) consisted of nine digits. The only difference between ISBNs and SBNs is that the latter do not contain a group identifier. SBNs were used only in the United Kingdom and the United States. With the inception of the ISBN system, all nine-digit numbers present in the LC MARC database were transformed into ISBNs by the addition of an initial zero to each number by means of computer program.

Transcription

Each ISBN (valid or invalid) recorded in the bibliographic record together with any qualification and associated terms of availability constitutes a single incidence of the ISBN area.

Transcribe ISBNs and prices that appear on CIP data sheets/front matter and on publications. For prices, transcribe only those that appear on items published within the current three years. Add qualifiers to the numbers/prices if these found data are followed by parenthetical qualifiers or if the found data are followed by succinct information appropriate to qualifiers. Do not make up and use qualifiers additional to those found in the transcribed data. Arrange the numbers with their related prices, according to the rule. Transcribe first the number/price that is applicable to the item being described; transcribe other numbers/prices in the order presented. Use judgment to deal with unusual, complex situations or unusual phenomena.

1.10D1. [New]

Option Decision

Do not apply the option.

2.1C. *Optional addition.* General material designation. [Rev.]

See LCRI 1.1C. *Optional addition.* General material designation.

2.4D1. [New]

Option Decision

Apply the optional provision of the rule.

2.4E. *Optional addition.* Statement of function of publisher, distributor, etc. [New]

See LCRI 1.4E. *Optional addition.* Statement of function of publisher, distributor, etc.

2.5B7. [Rev.]

Unpaged Books

Except for children's literature and for rare books, do not follow the rule. Instead, record the extent statement as

1 v. (unpaged)

N.B. The Library of Congress applies the LCRI as written, which results in a reduction of data given in the bibliographic record. Other libraries may wish in certain or indeed in all cases to give the fuller data without this reduction. In this respect bibliographic records must be considered equally valid or "correct," no matter which of the two practices is followed. This policy is especially important in the context of LC's handling records originally created by other libraries when LC is using them in its own cataloging: the fuller data should be left "as is."

2.5B24. Large print. [New]

Option Decision

See LCRI 1.1C. *Optional addition.* General material designation.

2.5C2. [Rev.] [Formerly 2.5C1, 2.5C2]

Describe an illustrated printed monograph as "ill." in all cases unless there are maps present or the publication consists wholly or predominantly of one of the types listed in 2.5C2.

N.B. The Library of Congress applies the LCRI as written, which results in a reduction of data given in the bibliographic record. Other libraries may wish in certain or indeed in all cases to give the fuller data without this reduction. In this respect bibliographic records must be considered equally valid or "correct," no matter which of the two practices is followed. This policy is especially important in the context of LC's handling records originally created by other libraries when LC is using them in its own cataloging: the fuller data should be left "as is."

2.5C5. [New]

Do not apply this rule.

N.B. The Library of Congress applies the LCRI as written, which results in a reduction of data given in the bibliographic record. Other libraries may wish in certain or indeed in all cases to give the fuller data without this reduction. In this respect bibliographic records must be considered equally valid or "correct," no matter which of the two practices is followed. This policy is especially important in the context of LC's handling records originally created by other libraries when LC is using them in its own cataloging: the fuller data should be left "as is."

2.7B4. Variations in title. [Rev.]

Option Decision

Do not apply the optional provision of the rule.

Variant Titles

If the variant title being recorded in a note appears in a source that meets the criteria for an added title page, record the note as "Title on added t.p." followed by a colon-space and the title. If the variant title appears in another source, specify its location (e.g., "Title on p. [4] of cover:"). There is no situation for which the notes "Added title." or "Added title:" or "Added t.p.:" are appropriate.

If a title in another language appears prominently on the publication, record the title in a note and make an added entry for it. (It does not matter if the source is an added title page or if there is text in the language of the title.)

Binder's Title

If a binder's title varies significantly from the title proper of the item (cf. 21.2A), record it in a note and make an added entry for it. If a monograph has been bound only for LC's collections (i.e., it was not bound by the publisher or it was not one of the multiple copies that were bound subsequent to publication as part of a cooperative acquisitions program), give only the note and not the added entry. In such a case, make the note a copy-specific one (LCRI 1.7B20), e.g., "LC copy has binder's title: ..." In case of doubt, do not assume that the item was bound only for LC.

2.7B18. Contents. [Rev.]

For books, give some type of contents note of items contained

- 1) when required by specific rules (e.g., 1.1B10, 1.1G1, 21.7B);
- 2) when necessary to justify an added entry for an item not mentioned in the body of the entry;
- 3) when the publication is in two or more volumes and each volume has a title of its own. (*Exception:* Do not add the title to bibliographic records for nonroman scripts that are represented by both nonromanized cards and machine-readable romanized records if the titles are analyzable);
- 4) when the cataloger has created a single bibliographic record that covers a number of ephemeral publications²;

²For Library of Congress descriptive catalogers only: cf. DCM C12.6.

5) when a one-volume collection contains no more than 12 titles and the title and statement of responsibility area does not adequately cover the contents of the item; in case of doubt, give a contents note. (*Exception:* Do not apply the provisions of this paragraph to bibliographic records for nonroman scripts that are represented by both nonromanized cards and machine-readable romanized records.)

6) when the publication contains items of particular importance that need stressing; cases that should be routinely considered as being important are

a) summaries in languages other than that of the text;

b) bibliographies and bibliographic references, discographies, and filmographies (except for any that are obviously of little value), and indexes;

c) appendices, provided they contain important matter;

d) volumes separating text from plates, text from maps, text from commentary, etc.;

e) errata slips that are not printed as part of the publication.

More unusual situations should be evaluated on a case-by-case basis with the aim of providing access to material not implied by the rest of the description.

Informal Contents Note

Use an informal contents note for any of the following: selected parts of an item (generally no more than three); summaries in languages other than that of the text; discographies and filmographies; appendices; and errata slips. (If such information is already recorded in the body of the entry, however, do not make a separate note for it.) Give pagination or foliation unless the texts are scattered through the publication.

"Life cycle of the liver fluke": leaves 75-89
"Types of prayer wheels found in south
central Tibet, by Mei Lin": p. [310]-[375]
Tables showing family relationships (Ogden,
Reese, and Jordan): p. 120-[125]
Includes biographical sketches of each
satellite governor

For the types of contents notes shown in the following examples, generally prefer a standardized construct, rather than a quotation from the book:

Discography (or Filmography): p. [310]-[375]
Summary in French and German
Errata slip inserted

but "List of films showing her at ages 3-12": p. 75

See *Bibliography Note* and *Indexes* below for special information about these types of notes.

Formal Contents Note

Transcribe a formal contents note as follows:

1) Begin the note with "Contents" or "Partial contents" (without quotation marks), followed by a colon-space.

2) Record the title proper that appears in the table of contents, unless another source gives a more authoritative account of the data; however, if the title appears on the title page, normally use the title page title; give other title information only when the title proper would be meaningless without it.

3) Include a first statement of responsibility (cf. 1.1F) if it differs in fact from the statement included in the body of the entry; omit names according to 1.1F5.

4) Omit introductions already included in the body of the entry; generally omit prefatory and similar matter.

5) For publications in one volume

a) omit chapter and section numbering;

b) if the extent of the part being listed occupies a disproportionately large portion of the publication, include the extent within parentheses after the title (or after the title and statement of responsibility); record an unnumbered page or leaf within brackets;

c) separate the items with a space-dash-space.

6) For publications in two or more volumes

a) give the volume designation that is found on the item, except use appendix B abbreviations for the terms and substitute arabic numerals for roman; if there is no abbreviation for the term, give only the number if the term is long; if the roman numeral is required for clarity, retain it; separate the volume designation from the title by a period-space;

b) if the number of physical volumes differs from the number of bibliographic volumes, include the number of physical volumes within parentheses after the title (or after the title and statement of responsibility);

c) if the volumes are of different editions (cf. LCRI 2.2), include within parentheses edition statements and dates of publication, distribution, etc., after the title (or title and statement of responsibility);

d) separate each volume with a space-dash-space; if the set is incomplete, put the space-dash-space before each title (other than the first) that is being recorded and leave four spaces for the missing volume; if two or more titles are being transcribed for one volume, apply the punctuation conventions from 1.1G3 such that the titles by the same person, body, etc., are separated by a space-semi-colon-space and titles by different persons, bodies, etc., are separated by a period-space.

When some of the volumes in a multipart publication have their own titles and some of the volumes do not and it is decided to make a formal contents note, use the statement "[without special title]" to represent the untitled volumes.

Bibliography Note

If a publication contains bibliographical citations in any form, use the following note:

Includes bibliographical references

If there is a single bibliography, add the foliation/pagination to the note.

Includes bibliographical references (p. 310-325)

Indexes

If the publication contains an index to its own contents, use one of the following notes:

Includes index
or Includes indexes

3.1C. *Optional addition.* General material designation. [New]

See LCRI 1.1C. *Optional addition.* General material designation.

3.1G1. [New]

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

3.1G4. [New]

Option Decision

See LCRI 3.1G1.

3.2B3. *Optional addition.* [New]

Apply the option according to the statements in LCRI 1.2B4.

3.4E. *Optional addition.* Statement of function of publisher, distributor, etc. [New]

See LCRI 1.4E. *Optional addition.* Statement of function of publisher, distributor, etc.

3.4G2. *Optional addition.* [New]

See LCRI 1.4G4. *Optional addition.*

3.5B2. [New]

Option Decision

Do not apply the optional provision of the rule.

3.5B5. [New]

Option Decision

See LCRI 1.1C. *Optional addition.* General material designation.

3.7B4. Variations in title. [New]

Option Decision

Do not apply the optional provision of the rule.

4.1C. *Optional addition.* General material designation. [New]

See LCRI 1.1C. *Optional addition.* General material designation.

4.1F2. *Optional addition.* [New]

Apply the rule.

4.2B3. *Optional addition.* [New]

Apply the option according to the statements in LCRI 1.2B4.

4.5B2. Collections of manuscripts. [New]

Option Decision

Apply the optional provision of the rule.

4.5B3. [New]

Option Decision

See LCRI 1.1C. *Optional addition.* General material designation.

4.7B4. Variations in title. [New]

Option Decision

Do not apply the optional provision of the rule.

5.1C. *Optional addition.* General material designation. [New]

See LCRI 1.1C. *Optional addition.* General material designation.

5.2B3. *Optional addition.* [New]

Apply the option according to the statements in LCRI 1.2B4.

5.4E. *Optional addition.* Statement of function of publisher, distributor, etc. [New]

See LCRI 1.4E. *Optional addition.* Statement of function of publisher, distributor, etc.

5.4G2. *Optional addition.* [New]

See LCRI 1.4G4. *Optional addition.*

5.5B1. [New]

Option Decision

See LCRI 1.1C. *Optional addition.* General material designation.

5.5B3. [New]

Option Decision

See LCRI 1.1C. *Optional addition.* General material designation.

5.7B4. Variations in title. [New]

Option Decision

Do not apply the optional provision of the rule.

6.1C. *Optional addition.* General material designation. [New]

See LCRI 1.1C. *Optional addition.* General material designation.

6.1G4. [New]

Option Decision

Do not apply the optional provision of the rule.

6.2B3. *Optional addition.* [New]

Apply the option according to the statements in LCRI 1.2B4.

6.4E. *Optional addition.* Statement of function of publisher, distributor, etc. [New]

See LCRI 1.4E. *Optional addition.* Statement of function of publisher, distributor, etc.

6.4G2. *Optional addition.* [New]

See LCRI 1.4G4. *Optional addition.*

6.5B1. [New]

Option Decision

See LCRI 1.1C. *Optional addition.* General material designation.

6.7B4. Variations in title. [New]

Option Decision

Do not apply the optional provision of the rule.

7.1C. *Optional addition.* General material designation. [New]

See LCRI 1.1C. *Optional addition.* General material designation.

7.1G4. [New]

Option Decision

See LCRI 7.1G1.

7.2B3. *Optional addition.* [New]

Apply the option according to the statements in LCRI 1.2B4.

7.4D1. [New]

Option Decision

Apply the optional provision of the rule.

7.4E. *Optional addition.* Statement of function of publisher, distributor, etc. [New]

See LCRI 1.4E. *Optional addition.* Statement of function of publisher, distributor, etc.

7.4G2. *Optional addition.* [New]

See LCRI 1.4G4. *Optional addition.*

7.5B1. [New]

Option Decision

See LCRI 1.1C. *Optional addition.* General material designation.

7.5B2. [New]

Option Decisions

Apply both options on a case-by-case basis.

7.7B4. Variations in title. [New]

Option Decision

Do not apply the optional provision of the rule.

8.1C. *Optional addition.* General material designation. [New]

See LCRI 1.1C. *Optional addition.* General material designation.

8.2B3. *Optional addition.* [New]

Apply the option according to the statements in LCRI 1.2B4.

8.4D1. [New]

Option Decision

Apply the optional provision of the rule.

8.4E. *Optional addition.* Statement of function of publisher, distributor, etc. [New]

See LCRI 1.4E. *Optional addition.* Statement of function of publisher, distributor, etc.

8.4G2. *Optional addition.* [New]

See LCRI 1.4G4. *Optional addition.*

8.5B6. [New]

Option Decision

See LCRI 1.1C. *Optional addition.* General material designation.

8.5C1g. *Photographs.* [New]

Option Decision

Apply the option on a case-by-case basis.

8.7B4. *Variations in title.* [New]

Option Decision

Do not apply the optional provision of the rule.

9.1C. *Optional addition.* General material designation. [New]

See LCRI 1.1C. *Optional addition.* General material designation.

9.1G1. [New]

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

9.1G4. [New]

Option Decision

See LCRI 9.1G1.

9.2B3. *Optional addition.* [New]

Apply the option according to the statements in LCRI 1.2B4.

9.3B1. [New]

Option Decision

Do not apply the optional provision of the rule.

9.4D1. [New]

Option Decision

Apply the optional provision of the rule.

9.4E. *Optional addition.* Statement of function of publisher, distributor, etc. [New]

See LCRI 1.4E. *Optional addition.* Statement of function of publisher, distributor, etc.

9.4G2. *Optional addition.* [New]

See LCRI 1.4G4. *Optional addition.*

9.5B1. [New]

Option Decision

See LCRI 1.1C. *Optional addition.* General material designation.

9.5C2. [New]

Option Decision

Apply the option on a case-by-case basis.

9.7B4. Variations in title. [New]

Option Decision

The Library of Congress does not apply the first option. The second option is applied on a case-by-case basis.

10.1C. *Optional addition.* General material designation. [New]

See LCRI 1.1C. *Optional addition.* General material designation.

10.2B3. *Optional addition.* [New]

Apply the option according to the statements in LCRI 1.2B4.

10.4D1. [New]

Option Decision

Apply the optional provision of the rule.

10.4E. *Optional addition.* Statement of function of publisher, distributor, etc. [New]

See LCRI 1.4E. *Optional addition.* Statement of function of publisher, distributor, etc.

10.4G3. *Optional addition.* [New]

See LCRI 1.4G4. *Optional addition.*

10.5B1. [New]

Option Decision

See LCRI 1.1C. *Optional addition.* General material designation.

10.7B4. Variations in title. [New]

Option Decision

Do not apply the optional provision of the rule.

11.1C. *Optional addition.* General material designation. [New]

See LCRI 1.1C. *Optional addition.* General material designation.

11.1G1. [New]

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

11.1G4. [New]

Option Decision

See LCRI 11.1G1.

11.2B3. *Optional addition.* [New]

Apply the option according to the statements in LCRI 1.2B4.

11.4D1. [New]

Option Decision

Apply the optional provision of the rule.

11.4E. *Optional addition.* Statement of function of publisher, distributor, etc. [New]

See LCRI 1.4E. *Optional addition.* Statement of function of publisher, distributor, etc.

11.5B1. [New]

Option Decision

See LCRI 1.1C. *Optional addition.* General material designation.

11.7B4. Variations in title. [New]

Option Decision

Do not apply the optional provision of the rule.

Prescribed Sources of Information

Use the whole publication as the prescribed source of information for the following areas:

numeric and/or alphabetic, chronological, or other designation area
publication, distribution, etc., area
physical description area
series area

First Issue

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

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

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

Title Page Substitute

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

Series

The chief source of information for a series is the series title page. If the item lacks a series title page, the chief source for the series is the chief source for the analytic. If the series title does not appear on the chief source for the analytic, the chief source for the series is (in this order of preference) the cover, caption, masthead, editorial pages, colophon, other pages. These provisions apply to numbered and unnumbered series; for series-subseries, however,

apply LCRI 12.1B4.

Reprints of Serials

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

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

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

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

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

12.1C. *Optional addition.* General material designation. [New]

See LCRI 1.1C. *Optional addition.* General material designation.

12.4D1. [New]

Option Decision

Apply the optional provision of the rule.

12.4E. *Optional addition.* Statement of function of publisher, distributor, etc. [New]

See LCRI 1.4E. *Optional addition.* Statement of function of publisher, distributor, etc.

12.4G2. *Optional addition.* [New]

See LCRI 1.4G4. *Optional addition.*

12.7B4. Variations in title. [New]

Option Decision

Do not apply the optional provision of the rule.

21.1B2. General rule. [Rev.]

Applicability

In determining whether a work should be entered under the name of a corporate body, the cataloger makes two determinations, keeping in mind that in many instances information appearing only in the content of the work will have to be taken into account in order to ascertain if the second determination particularly applies (cf. 21.0B1, last

sentence).

1) Does the work emanate from the corporate body involved? As indicated in footnote 2 to chapter 21, a work emanates from a corporate body if one of the following conditions applies:

a) The corporate body has issued (published) the work. Normally this means that the name of the corporate body appears in a position indicative of publication (e.g., for books, the imprint position) in the chief source of information or appears elsewhere as a formal publication statement.

b) Corporate body A has caused the work to be issued (published). Generally, the name of a different body, corporate body B, appears on the chief source of information (cf. above) or elsewhere as a formal publisher statement. Body A has arranged for body B, named as publisher, to issue the work because body A has no facilities for publishing. The arrangement between the two bodies is in some cases explicitly stated, e.g., "Published for the Historical Association by Routledge & Paul." In other cases it must be inferred from evidence in the publication. For example, the name of body A at head of title (the name of a commercial publisher appears in publisher position) commonly indicates that body A has caused the item to be issued (published), or, if the work appears in a series for which body A has editorial responsibility but is published by a commercial publisher, body A has caused the work to be issued (published).

c) The corporate body, although the originator of the work, does not meet the test of issuing (publishing) in either category a) or b) above. In this case, body B, which has no responsibility for the content, issues (publishes) a work whose content originates with body A. For example, a work is prepared by corporate body A which functions as a consulting body, commissioned by body B for that purpose; the completed work is published by body B. In this case the content of the work originates with body A although it has no responsibility for publication of the work. A similar situation occurs when a commercial publisher arranges to publish the card catalog of a library in book form. The library has no real responsibility for publication; it has only given permission to the commercial publisher to undertake publication. However, since the content of the catalog has been prepared by the library's cataloging staff, the content of the publication originates with the library. In all those cases, consider that "originates with" is equivalent to "emanates from."

d) If there is doubt that the work emanates from the corporate body, assume that the corporate body is involved with the work.

2) Does the work fall into one or more of the categories listed in 21.1B2? In answering this question, the following points should be kept in mind:

a) Judge that a work falls into a particular category if that category accounts for the predominant content, or the purpose, of the work. That is, there may be some material that does not fall into one of the categories; that material may be ignored for the purpose of making the determination. For example, a work may contain factual data to support a statement of official position, when the official position is the chief purpose of the work.

b) If there is any doubt as to whether a work falls into one or more of the categories, ignore the involvement of a corporate body in determining the main entry heading and enter it either under personal author or title as appropriate. Make an added entry for the corporate body, however, even if not prominently named.

3) There is no rule comparable to AACR 1 rule 17A-B for making a determination of whether the main entry heading for a work is to be under the name of a person or of a corporate body. When a work emanating from a corporate body bears the name of one or more persons as authors, it is necessary, first of all, to determine if the main entry heading is the name of the corporate body according to the provisions of 21.1B2. If the work does not meet the two conditions imposed by 21.1B2 or if there is doubt that it does, it is necessary next to determine if the work may be entered under the heading for a person named, according to the provisions of the appropriate rule, e.g., 21.4A, 21.6. If entry under the name of a person is not permitted, by default the main entry is under title (21.1C1c). Make an added entry under the heading for the corporate body if the main entry is under the name of a person or under title.

Category A

To belong to this category the work must deal with the body itself.

The words "administrative nature" indicate works dealing with the management or conduct of the affairs of the body itself, including works that describe the activities of the body either in general terms or for a particular period of time, e.g., minutes of meetings, reports of activities for a particular period.

Normally, such works are intended in the first instance for internal use, although they may be available to others. Some, particularly reports of activities, progress, etc., may be required by superior or related bodies. Other works, particularly general descriptions of objectives or activities, may be generally available for purposes of public relations.

"Internal policy" is limited to policies formulated for the conduct of the affairs of the body itself. For works concerned with policies relating to topics of wider concern to a body, see category c.

In the case of religious denominations and local churches, category a includes works that deal with the organization and government of the denomination or local church, e.g., *The Book of Discipline of the United Methodist Church*.

Category C

This category is best characterized by saying that it deals with those works that present official statements of position of a body on matters other than the affairs of the body itself. Use judgment in applying the category.

Category D

This category requires little comment, since it may not be applied to any type of body other than those stated. Note that the name of the conference, expedition, etc., must appear prominently (cf. 0.8) in the publication being cataloged in order for the body to be considered as the main entry heading. Note also the emphasis upon the collective aspect of the work. It must deal with the activities of many persons involved in a corporate body covered by the category, not with the activities of a single person.

Category E

This category emphasizes that the responsibility of a performing group must go beyond "mere performance, execution, etc." This means that the group must be responsible to a major degree for the artistic content of the work being performed. A typical example is an acting group that performs by means of improvisation. The group collectively

"plans" the drama, that is, determines the broad outline of the plot, the nature of the characters, etc., in the absence of a written dialogue. The development of the drama proceeds entirely on the basis of improvised dialogue. The performance is recorded, and it is the recording that is being cataloged.

Category F

Use judgment in deciding whether the corporate body is the producer of the cartographic work, i.e., take into account such factors as the nature of the body and its cartographic output as well as any special information about the cartography of the particular work.

Art Catalogs

Categories a and d of rule 21.1B2 include wording that justifies exhibitions as main entry headings. Note, however, that there are very few exhibitions that are establishable as corporate bodies (cf. LCRI 21.1B1).

The remainder of this interpretation is applicable to the remaining cases (the majority) in which the exhibition is not establishable, but consideration of a corporate main entry heading is still necessary in view of the presence of the name of a museum or other body related to the event.

Apply 21.1B2a to the catalog of an exhibition of the works of two or more artists if it meets the following conditions:

- 1) It presents itself as a catalog.
- 2) It emanates from a corporate body.
- 3) All the works listed are held by the corporate body from which the catalog emanates.
- 4) The wording of the chief source explicitly links the catalog to the corporate body that owns the works listed.

Henry Moore to Gilbert & George : modern British
art from the Tate Gallery : Palais des beaux-
arts, Brussels, 28 September-17 November 1973. —
London : Tate Gallery Publications Dept.

Apply 21.1B2a to a catalog of the works of two or more artists that is not related to an exhibition if it meets both the following conditions:

- 1) It emanates from a corporate body.
- 2) All the works listed are held by the corporate body from which the catalog emanates.

Catalogue of the Italian paintings before 1800 / by
Peter Tomory. — Sarasota, Fla. : John & Mabel
Ringling Museum of Art

Note that the presence of reproductions of the artists' works or reproductions and text about the artists or the artists' works is not a factor in choosing the main entry for either type of catalog.

If 21.1B2a cannot be applied, enter the catalog under the heading for the person who prepared the catalog or under title, as appropriate.

For the catalog (exhibition or other) of the works of a single artist, apply LCRI 21.17B.

Consultants' Reports

Enter a work prepared by a consultant under the heading for the body that hired the consultant if the hiring body takes the consultant's document and adopts it in some clear way that fits a category of 21.1B2, category c being the most likely possibility. One of the clearest ways for the hiring body to do this is for it to make explicit recommendations or policy statements of its own superimposed on the consultant's material (no matter that the original material is copied, even if verbatim). Another clear way is for the hiring body to represent as its very own the recommendations that originated with the consultant—perhaps even without adding any new material.

If the hiring body does not take the stand described above and simply passes on the material without position statements of its own, then enter the work under the heading for the consultant if this is a person or persons not constituting a corporate body, i.e., apply 21.4A or 21.6. If the consultant is a corporate body, test the case under 21.1B2 in relation to the consultant in the same way as was done in relation to the hiring body. If the work simply reports on a subject without making the consultant's own definite recommendations, it is most likely that the work will not fit any of the categories of 21.1B2, and, therefore, main entry would be under title. If the work instead contains the policy statements or definite recommendations of the consultant, then main entry will probably be under the heading for the consultant.

21.28B. General rule. [Rev.]

Excerpts from Serials

If the item is a collection of excerpts from a serial, generally make a related work added entry for the serial only if the serial is mentioned in the chief source of information and all the items in the collection would not be entered under the same heading. If two or more serials are mentioned, make an added entry only for the latest if the titles represent a succession of changes (cf. 21.2C, 21.3B). If the titles represent different serials, make added entries for each if there are no more than three. If four or more different serials are mentioned, generally do not make an added entry for any of them.

Serial Supplements to Other Serials

Create a separate bibliographic record for a serial supplement to another serial if the supplement does not update that related serial and carries its own designation system that is distinct and independent from that used by the related serial. Make a linking note to the related serial. In addition, make an added entry for the related serial unless the supplement has a common title that is identical to the title proper of the related serial. On the bibliographic record for the related serial, make a linking note to the supplement.

Other serial supplements should be noted on the bibliographic records for the related serials. Give added entries for the supplements whenever the titles are distinctive.

Indexes

On the bibliographic record for a separately cataloged index to a published work, do not make a related work added entry for the work being indexed. Instead, access to the work being indexed will be provided through a subject heading that consists of the heading for the work followed by the subdivision —Indexes.

Indexes to Serials

Generally indicate the presence of an index to a serial on the bibliographic record for the serial being indexed (cf. 12.7B17). If, however, the index is published separately and is not issued by the entity responsible for the serial being indexed, create a separate bibliographic record (monograph or serial as appropriate) for the index. Create a separate record also whenever the index covers two or more different serials. (A serial with one or more title or main entry heading changes (cf. 21.2C, 21.3B) is regarded as one serial.)

Census Data

If a work containing data taken from an official census (e.g., a genealogy) is not treated as an edition of the census, do not make an added entry for the census. (The necessary access is provided through one or more subject headings.)

Bible

The Library of Congress disregards the ninth example on page 352 and the first example at the top of page 354 in the printed text of AACR 2 and does not make a related work added entry for a Bible text. (Rule 25.18A requires main and added entries for Bible texts to be analytical; cf. LCRI 21.30M.)

21.30F. Other related persons or bodies. [Rev.]

Exhibitions

When considering added entries for institution(s) in which an exhibition is held, make an added entry under the heading for each institution if there are three or fewer or under the first if there are four or more. (Make the added entry even if the institution is not a corporate body.)

Festschriften

Make an added entry for the person or corporate body honored by a festschrift whenever the honoree is named on the chief source of information for the item being cataloged.³ Make the added entry even if the honoree will also be given subject access on the same record. (A festschrift is a complimentary or memorial publication usually in the form of a collection of essays, addresses, or biographical, bibliographical, scientific, or other contributions, often embodying the results of research, issued in honor of a person or corporate body, usually on the occasion of an anniversary celebration.)

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.

³For Library of Congress descriptive catalogers only: Add also the value "x" in fixed field box 3 (008/30) of the machine-readable record.

Series Tracing Guidelines

Trace all analyzed series established after August 31, 1989. For series established before September 1, 1989, do not change decisions calling for no tracing.

Form of Series Added Entry Tracing

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.⁴ *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:

⁴*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.)

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.

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)

22.2B. Pseudonyms. [Rev.]

22.2B3 says that if a person is a contemporary and uses more than one name, including at least one pseudonym, establish as many headings as names. For non-contemporaries, 22.2B2 says the same, provided the cataloger can identify what is called "separate bibliographic identities" (see below); otherwise, non-contemporaries have one heading/person. The following paragraphs provide guidelines for defining "contemporary" and "separate bibliographic identities," and for formulating the necessary cross reference structure.

Multiple Headings--Contemporaries

1) Note that all living authors are contemporaries. Consider also as contemporary any author who dies within the 20th century or whose literary activity is primarily within this century. In case of doubt, do not consider the person a contemporary.

2) Note that the following instructions for multiple headings override 22.2C whenever there is both a name change involving the real name and also the use of one or more pseudonyms: multiple headings also for earlier and later real names.

3) If the works appear under more than one name (as known from publications or reference sources) and these names include at least one pseudonym, create multiple headings, one for each name, including the possibly unused real name. *Note:* Establish separate headings only for pseudonyms used (or likely to be used) on separately published works. Pseudonyms used in other contexts (e.g., newspaper articles) are not separately established.⁵

4) If different names appear in different editions of the same work, choose for all editions of the same work the name that predominates in the editions of the same work. If, however, a change in the person's bibliographic identification from an older name to a newer name that seems to be stable has taken place, choose that name for all editions. In case of doubt on any point, choose the name used latest for all editions.

Multiple Headings--Others

If the works appear under more than one name, including at least one pseudonym, consider whether the different works show separate bibliographic identities for the author because the works can be divided into clearly differentiated types (e.g., one name for boys' sport stories and another name for works on nuclear physics). If a clear differentiation based on this criterion is possible, create a different heading for each name. In case of doubt, do not consider that there are such separate bibliographic identities for the author and instead create a single heading for him/her (see the guideline at the end).

Multiple Headings--"Basic" Headings

If according to these guidelines, two headings only are created for the author, do not attempt to choose a "basic" heading (see the next section on references for the directive to connect the two headings with simple "see also" references). When more than two headings are created, however, identify one of the headings as the "basic" heading for purposes of simplifying the cross reference structure when necessary and for supplying the subject cataloger with a heading to be used as the subject of biographical or critical works. (The Subject Cataloging Division also uses the single heading as the basis for cutting.) Choose the "basic" heading according to the following instructions:

1) If multiple headings for the author have already been created, look for evidence of a single heading used in pre-AACR 2 cataloging if that heading is readily available on existing name authority record(s).

⁵For Library of Congress descriptive catalogers only: On the name authority record for the person, list in the 670 field all the known pseudonyms, but establish separate headings only for the pseudonyms used (or likely to be used) on separately published works. List the unestablished pseudonyms in a 667 field following the phrase "Pseudonyms not found on published works." Do not make references from the unestablished pseudonyms.

Use the AACR 2 form for the pre-AACR 2 heading as the "basic" heading.

2) If multiple headings for the author are now being created for the first time, use the existing single heading as the "basic" heading.

3) If multiple headings for the author already exist because there was no earlier indication that the multiple headings represented one person, use the predominant form as the "basic" heading.

Multiple Headings--References

1) If only two headings are created for an author, connect the names with simple *see also* references (cf. 26.2C1).

2) If more than two headings are created for an author, choose a "basic" heading according to the above guidelines. On the authority record for this heading, trace cataloger-generated *see also* references from all other headings used, justifying the references in 670 citations, according to normal practice. Provide a 663 cataloger-generated reference field listing all the other names established with the following text:

For works of this author entered under other names, search also under [list names]

On each of the other authority records created for the author, trace a cataloger-generated *see also* reference from the "basic" heading, justifying that reference in a 670 citation, according to normal practice. (Other names may be mentioned in the 670 if it is convenient to do so.) Provide a 663 cataloger-generated reference field with the following text:

Works by this author are entered under the name used in the item. For a listing of other names used by this author, search also under [basic heading]

When the author uses another new name, create a new name authority record for that name and also add it to the reference structure and 663 listing on the authority record for the "basic" heading. (Do not add information about it to the authority records for other names used by the author.)

Example

Basic heading

100 field: Harris, John, 1916-
670 field: His Corporal Cotton's little war, 1979:
t.p. (John Harris)
670 field: LC data base, 1-18-84 (hdg.: Harris,
John, 1916- ; usage: Mark Hebden; Max Hennessy;
John Harris)
670 field: Contemp. au., v. 93-96 (Harris, John,
1916- ; pseuds.: Mark Hebden, Max Hennessy)
500 field: Hennessy, Max, 1916-
(+w, position 4=c)⁶
Hebden, Mark, 1916-
(+w, position 4=c)⁶
663 field: For works of this author entered under
other names, search also under Hebden, Mark,
1916- , Hennessy, Max, 1916-

⁶For Library of Congress descriptive catalogs only: Code the reference as "cataloger-generated."

Other headings

- 100 field: Hebden, Mark, 1916-
670 field: His Pel under pressure, 1983, c1980:
t.p. (Mark Hebden)
670 field: LC data base, 1-18-84 (hdg.: Harris,
John, 1916- ; usage: Mark Hebden; Max Hennessy;
John Harris)
670 field: Contemp. au., v. 93-96 (Harris, John,
1916- ; pseud.: Mark Hebden, Max Hennessy)
500 field: Harris, John, 1916-
(+w, position 4=c)⁶
663 field: Works by this author are entered under
the name used in the item. For a listing of
other names used by this author, search also
under Harris, John, 1916-
- 100 field: Hennessy, Max, 1916-
670 field: His Back to battle, 1980: t.p. (Max
Hennessy)
670 field: LC data base, 1-18-84 (hdg.: Harris,
John, 1916- ; usage: Mark Hebden; Max Hennessy;
John Harris)
670 field: Contemp. au., v. 93-96 (Harris, John,
1916- ; pseud.: Mark Hebden, Max Hennessy)
500 field: Harris, John, 1916-
(+w, position 4=c)⁶
663 field: Works by this author are entered under
the name used in the item. For a listing of
other names used by this author, search also
under Harris, John, 1916-

Single Heading

If the preceding guidelines do not result in multiple headings for an author, because

- 1) the author uses only a single name, which is a pseudonym;
- or 2) the author is not a contemporary and does not have separate bibliographic identities;

choose one name as the basis for a single heading. If a choice is necessary, choose the name under which the person has come to be identified in later editions of his or her works, in critical works, or in other references sources (in that order of preference). Make simple see references from other names.

22.3B1. Persons using more than one language. [Rev.]

For an author who writes in two or more languages, the rule includes an "in case of doubt" provision, when there is no predominant language, that sends the cataloger to reference sources of the person's country of residence or activity. If there are no such reference sources, the person is not listed, or for any other reason reference sources do not settle the matter, use in the heading the form of name in the person's native language.

After an author has been established, if subsequently received works show a form in a language not selected for the heading, change the heading when 80% of the author's works are in that language.

22.3D. Spelling. [Rev.]

For names of persons living in countries where orthographic reform has taken place (e.g., Indonesia, the Netherlands, Portugal, Soviet Union), if the first item received gives the person's name in the old orthography, establish the name in that form. Make one reference from the form in the new orthography but only if the primary elements of the name are affected (cf. LCRI 26.2).

heading in old orthography: Sembiring, Djaja
name in new orthography: Jaja Sembiring
reference: Sembiring, Jaja

heading in old orthography: Garrett, João de Mello
name in new orthography: João de Melo Garrett
reference: none

When, subsequently, the first item with the name in the new orthography is received, change the heading to reflect the new orthography. Make a reference from the earlier form without regard to the primary elements of the name.

If the person's works issued during his or her lifetime are all in the old orthography and posthumous publications begin to show the new orthography, delay changing the heading until 80% of the file agrees with the change to the new orthography. Make a reference from the later form without regard to the primary elements of the name.

23.4F2. Identifying places. [Rev.]

Places on Islands

1) *Places on islands in Australia, Canada, Malaysia, United States, U.S.S.R., Yugoslavia, or the British Isles.* For places on islands covered by 23.4C or 23.4D, add the qualifier called for by 23.4C2 or 23.4D2.

Avalon (Calif.)

Beaumaris (Wales)

2) *Places on other islands.* For places on islands not covered by 23.4C or 23.4D, add the established form for the name of the island or island group if the heading for the island does not contain the name of the country as qualifier. (Headings for islands or island groups that are jurisdictions (cf. LCRI 23.4B) reside in the automated name authority file; headings for those that are not jurisdictions reside in the automated subject authority file.) If, however, the heading for the island is qualified by the name of the country, add only the name of the country to the place on the island.

Naujat (Greenland)
not Naujat (Denmark)

Funchal (Madeira Islands)
not Funchal (Portugal)

Grand Fond (Réunion)
not Grand Fond (France)

but Hērakleion (Greece)
not Hērakleion (Crete, Greece)

Marsala (Italy)
not Marsala (Sicily, Italy)

Longyearbyen (Norway)
not Longyearbyen (Svalbard, Norway)

Places in Cities

For named parts of cities, add the established form for the name of the city. (Use the heading reflecting its current status for the entire period of the place's existence (including any earlier independent existence it may have had), provided the name remains constant.) Make a reference from the name of the part as a subheading of the name of the city.

Borgfelde (Hamburg, Germany)
x Hamburg (Germany). Borgfelde

If the place once had an independent existence but changed its name when it was absorbed into the larger place, establish a heading for each name.

Endersbach (Germany)
(For items issued before 1975)

Weinstadt-Endersbach (Weinstadt, Germany)
(For items issued after 1974)
x Weinstadt (Germany). Weinstadt-Endersbach

If the city part is within another city part, add the name of the city, not the name of the part.

Wahn (Cologne, Germany)
x Cologne (Germany). Wahn
not Wahn (Porz, Cologne, Germany)

24.2. VARIANT NAMES. GENERAL RULES. [Rev.]

Minor Changes of Name

In the absence of explicit evidence that a true name change has taken place, consider that different usages found in publications are variants of one another, rather than true name changes--whenever the difference is a minor one defined as follows:

A difference is minor if the existing heading and the name in the publication being cataloged differ only in one or more of the ways below.

- 1) the representation of words (abbreviation, acronym, initialism, or symbol and the spelled out form; two different spellings in use consequently, do not collapse these into one heading, unless there is additional, explicit evidence that only variant names are involved);
- 2) a change in a preposition, article, or conjunction;
- 3) change in punctuation.

N.B. For headings satisfying these conditions, if the heading has already been treated as a name change, however, with multiple headings in use consequently, do not collapse these into one heading, unless there is additional, explicit evidence that only variant names are involved.

Proposed Bodies

If a heading is needed for a proposed body, use the name found in the available sources. If the body is actually established later and the established name differs from the proposed name, use the

established name in the heading and treat the proposed name as a variant form.

University Libraries Named for Persons

Universities of North America frequently have main library buildings named in honor of someone, e.g., "The Joseph S. Regenstein Library of the University of Chicago," while the library complex itself is called by a generic term instead of the honorific, e.g., "The Libraries of the University of Chicago." When the distinction between the building's name and the library's name can be made in this way, use the library's name as the basis for the heading even if it can be found only off the chief source or outside the item. Limit research, however, to the most obvious reference sources.

24.4C. Two or more bodies with the same or similar names. [Rev.]

Conflicts

When two or more bodies have the same name, 24.4C1 requires the addition of a qualifier to each name. Determine that a conflict exists when the AACR 2 name or heading for one body is the same as the AACR 2 name or heading for another body. "Conflict" is restricted to headings already established or being established in the catalog. It includes headings for earlier names that are covered by *see* references to later names but excludes names treated as variants; if a variant name used in a reference conflicts with a form used in the heading for another body, apply the provisions for resolving conflicts only to the variant name. Ignore the conflict that is only between names used as variants.

- Arlington Development Center (Arlington, Tex.)
(*Independent nongovernment body*)
- Arlington Development Center (Arlington, S.D.)
(*Government body belonging to the city of Arlington*)
- Arlington Development Center (Infodata, Inc.)
(*Subordinate nongovernment body*)
- Arlington Development Center (S.D.)
(*Government body belonging to the state of South Dakota*)

Note that the existing heading that previously was unique but that now conflicts must be reviewed in the light of 24.4C and changed if necessary.

Non-conflicts

1) *Government bodies that are not institutions*

a) *Definition.* According to 24.17, a body whose immediate parent body is the heading for a government, or whose immediate parent body is entered subordinately to the heading for a government, is treated as a government body. A body is treated as a nongovernment body, however, if its immediate parent body is entered under a heading that is not the name of a government.

government body

- National Endowment for the Arts (U.S.)
x United States. National Endowment for the Arts

nongovernment body

Cultural Resources Development Project (National
Endowment for the Arts)
x National Endowment for the Arts (U.S.).
Cultural Resources Development Project

b) *When to qualify.* If a government body other than an institution (school, library, laboratory, hospital, archive, museum, prison, etc.) is entered under its own name, add the name of the government as qualifier unless the government's name (or an understandable surrogate of the government's name) is already present in the name. The qualifier is required even if the name includes a proper noun or adjective (other than the name or the surrogate of the name of the government).

Council on International Economic Policy (U.S.)
x United States. Council on International
Economic Policy

Dundee Harbour Trust (Great Britain)
x Great Britain. Dundee Harbour Trust

but Baltimore Redevelopment Corporation
x Baltimore (Md.). Redevelopment Corporation

c) *Form of qualifier.* When adding the name of the government as a qualifier, use its catalog-entry form as modified by 23.4A1; 24.4C1, second paragraph; and appendix B.14.

Yu cheng po wu kuan (China)
x China (Republic, 1949-). Yu cheng po wu
kuan
not Yu cheng po wu kuan (China : Republic, 1949-)

Arbeitskreis Wissenschaftsgeschichte (Germany)
x Germany (East). Ministerium für Hoch- und
Fachschulwesen. Arbeitskreis Wissenschafts-
geschichte
not Arbeitskreis Wissenschaftsgeschichte (Germany :
East)

2) *All other bodies*

a) *When to qualify.* If a nongovernment body or a government institution (school, library, laboratory, hospital, archive, museum, prison, etc.) is entered directly under its own name, add a qualifier if the addition assists in the understanding of the nature or purpose of the body. Use judgment in making this decision, noting that the use of the undefinable phrase "nature or purpose" is deliberate, with the intention of letting the cataloger judge the situation—does the addition of a qualifier really improve the heading? In case of doubt, do not add the qualifier.

b) *Choice of qualifier.* Choose the most appropriate qualifier from among the following:

(1) the name of the place or jurisdiction that reflects the scope of the body's activities;

(2) the name of the local place in which the body is located (or the name of the local place that is commonly associated with the body);

(3) the name of the higher or related body (for subordinate or related bodies).

c) *Form of qualifier.* When adding the name of a place or jurisdiction, use its catalog-entry form as modified by 23.4A1; 24.4C1, second paragraph; and appendix B.14.

- Rome Historical Society (Rome, N.Y.)
not Rome Historical Society (Rome (N.Y.))
- Northside High School (Saint Joseph, Mich.)
not Northside High School (Saint Joseph, Mich. :
Township)
- Central Area Farmers Support Group (Wash.)
not Central Area Farmers Support Group (Washington
(State))

When adding the name of the higher or related body, apply LCRI 24.4C7.

3) *Headings already coded "AACR 2."* Corporate name headings may be found already coded for AACR 2 that lack a qualifier called for by this LCRI. Continue to use these headings without adding the qualifier unless a conflict or some other extreme need arises.

heading: Bicentennial Committee on Historic Houses
(Do not change to: Bicentennial Committee on
Historic Houses (Morris, Conn.))

26.1. GENERAL RULE. [Rev.]

Scope

In general, apply the guidelines in LCRI 26 when formulating the reference structure for new authority records and in evaluating references on existing authority records.

Legends

Note that in LC displays the terms "search under" and "search also under" have replaced "see" and "see also" in the referral line. However, the terminology *see* and *see also* reference has been retained in these instructions for ease of explanation.

Normalization

Do not trace a reference that would normalize to the same form as the heading on the same record or to the same form as a heading on another record.

Forms of References

In general, construct a reference in the same form in which it would be constructed if chosen as the heading. However, because the LC AACR 2 authority file includes headings constructed according to earlier practices, in some cases references must be formulated to "match" the existing heading. Specific instructions are below.

1) *Personal names*

a) *Dates.* Include dates in references if they have been included in the heading. If the form of reference conflicts with an established heading, resolve the conflict by using dates in the reference, although they are not used in the heading.

b) *Initials.* In references containing initials, generally include in parentheses the full form of the name represented by the initial(s) when known. However, if the initial is represented in the

heading without the full form being given there, make the reference "match" the heading.

100 Bodin, Eugène, 1824-1897
400 Bodin, E. (Eugène), 1824-1897
400 Bodin, L. E. (Louis Eugène), 1824-1897
400 Bodin, Louis Eugène, 1824-1897

100 Hays, James D., 1926-
400 Hays, J. D. (James D.), 1926-
not 400 Hays, J. D. (James Donald), 1926-

100 Henao Vélez, César G.
400 Vélez, César G. Henao
not 400 Vélez, César G. Henao (César Gabriel Henao)

Do not combine different language forms or romanizations.

100 Arnol'dov, Arnol'd Isaevich
400 Arnoldow, A. I.
not 400 Arnoldow, A. I. (Arnol'd Isaevich)

c) *Titles/epithets.* Include titles and epithets used in the heading in the reference unless, for titles, they are not appropriate to the form in the reference, or, for epithets, the purpose is to refer from a form containing a different epithet. For variant language forms for a person entered under surname, include titles of nobility and terms of honor and address in the form found in the source for the reference. If the source for the reference does not include the title, etc., use in the reference the term used in the heading, although it is in a different language.

100 William, of Auvergne, Bishop of Paris, d. 1249
400 Guillaume, d'Auvergne, Bishop of Paris, d. 1249

100 Maria, Mother, 1912-1977
400 Gysi, Lydia, 1912-1977

100 Gruoch, Queen, consort of Macbeth, King of Scotland
400 Gruach, Queen, consort of Macbeth, King of Scotland
400 Macbeth, Lady

100 Custine, Astolphe, marquis de, 1790-1857
400 Kfustin, Adolf, markiz de, 1790-1857

100 Aufsess, Hans Max, Freiherr von und zu
400 Aufsess, H. M. (Hans Max), Freiherr von und zu

d) *Compatible headings.* Normally, construct the reference to "match" the AACR 2 compatible element in the heading. *Exception:* Do not use "pseud." in references.

100 Ping-ping, pseud.
400 Bingbing

100 Irenaeus, Saint, Bp. of Lyons
400 Irénée, Saint, Bp. of Lyons

100 Crespelle, Jean Paul
400 Crespelle, J.-P. (Jean Paul)

100 Stevens, John D., fl. 1972-
400 Stevens, J. D. (John D.), fl. 1972-

Additional examples illustrating *formats* of references (full reference structure not necessarily shown):

- 100 Scottow, Joshua, 1618-1698
400 J. S. (Joshua Scottow), 1618-1698
- 100 Sassoon, Siegfried, 1886-1967
400 Author of Memoirs of a fox-hunting man, 1886-1967
400 Memoirs of a fox-hunting man, Author of, 1886-1967
- 100 Evans-Pritchard, E. E. (Edward Evan)
400 Pritchard, E. E. Evans- (Edward Evan Evans-)
- 100 Roos, Sjoerd H. de, 1877-
400 Roos, S. H. de (Sjoerd H.), 1877-
- 100 Sigaud de La Fond, M. (Joseph Aignan), 1730-1810
400 De La Fond, Sigaud, M. (Joseph Aignan), 1730-1810
400 La Fond, Sigaud de, M. (Joseph Aignan), 1730-1810
400 Fond, Sigaud de La, M. (Joseph Aignan), 1730-1810

2) *Corporate names*

a) *Qualifiers*. Include qualifiers in the reference if appropriate to the form in the reference even if the qualifier has not been used in the heading because of earlier policies or because it is not appropriate there. *Exception*: Do not add a qualifier to a reference consisting solely of an initialism.

- 151 Ghent (Belgium)
451 Gent (Belgium)
- 110 Galleria nazionale d'arte moderna (Italy)
410 National Gallery of Modern Art (Italy)
- 111 Conférence Europe-Afrique (1979 : Lausanne, Switzerland)
411 Euro-Afrikanische Konferenz (1979 : Lausanne, Switzerland)
- 110 Evangelisk lutherske frikirke (Norway)
410 Evangelical Lutheran Free Church of Norway
- 110 National Cultural History and Open-air Museum
410 Nasionale Kultuurhistoriese en Opelug-museum (South Africa)
- 110 BANAS (Organization : Indonesia)
410 B.A.N.A.S.
- 110 North Carolina Wood Energy Coordinating Group
410 Wood Energy Coordinating Group (N.C.)
- 110 Société des arts de Genève
410 Société pour l'avancement des arts (Geneva, Switzerland)
- 110 BFA Educational Media
410 B.F.A. Educational Media (Firm)

b) *Terms of incorporation.* Construct the reference to "match" the heading with regard to the presence, absence, or form of a term of incorporation.

110 William Claiborne, inc.
410 Claiborne, inc.

Combined References

When reference is made to two or more different headings from the same form, trace individual references rather than listing on one combined reference all headings referred to through the cataloger-generated reference technique. Use a cataloger-generated reference only when a special explanatory referral legend is needed, e.g., for pseudonymous authors (cf. LCRI 22.2B).

Typographic Style

Generally, LC typographic style will not change.

Initial Articles

Treat references just as headings with respect to deletion/retention of initial articles.

26.1A. [New]

Option Decision

Apply the optional provision of the rule whenever the information is readily available. Cf. LCRI 26.3B-C.

C.8B. [New]

Non-English Ordinal Numbers

Instead of attempting to follow the usage of the language, record all ordinal numbers in languages other than English in the form 1., 2., 3., etc.

GUIDELINES FOR TAGGING GEOGRAPHIC NAMES

In *Cataloging Service Bulletin*, no. 42, the table below appeared indicating how geographic names are tagged at the Library of Congress. The table is being republished as the result of a correction to the tagging in authority records of references in the form [Jurisdiction. Place in city].

	Auth. record	Bibl. record (main entry)	Bibl. record (added entry)	Bibl. record (subject heading)
Jurisdiction alone	151	110	710	651
Jurisdiction + place in city (references only)	410			
Jurisdiction alone + title	110	110	710	610
Jurisdiction alone + subj. subdivision	151			651
Jurisdiction + corp. subhdg.	110	110	710	610
Jurisdiction + corp. subhdg. + title	110	110	710	610
Jurisdiction + corp. subhdg. + subj. subdivision	110			610
Geographic heading alone (not a jurisdiction)	151			651
Geographic heading (not a jurisdiction) + subj. subdiv.	151			651

SUBJECT CATALOGING

OFFICE FOR SUBJECT CATALOGING POLICY

The Office for Subject Cataloging Policy has been established as a new division in Collections Services, as of September 25, 1989. The division, whose functions parallel those of the Office for Descriptive Cataloging Policy, consists of a staff of subject cataloging policy specialists (formerly the staff of the Office of the Principal Subject Cataloger, Subject Cataloging Division), a law classification specialist, and the editorial sections responsible for publication of the *Library of Congress Classification* and *Library of Congress Subject Headings*.

The units of the new division were formerly part of the Subject Cataloging Division. Mary K.D. Pietris, formerly chief of the Subject Cataloging Division, has been named chief of the Office for Subject Cataloging Policy.

Questions regarding policy for the assignment of LC subject headings and classification numbers, or concerning the substantive content of the various subject cataloging publications, such as the *Subject Cataloging Manual*, *Library of Congress Classification*, and *Library of Congress Subject Headings*, may be addressed to the office (see "Correspondence Addressed to the Library of Congress" above); telephone (202) 707-5835.

SUBJECT HEADINGS OF CURRENT INTEREST

Weekly Lists 30-43, 1989

Adult children of dysfunctional families (*May Subd Geog*)
 Affirmations (*May Subd Geog*)
 Aid to families with dependent children programs (*May Subd Geog*)
 Animal rights (*May Subd Geog*)

Basic Christian communities (*May Subd Geog*)
 Buffer storage (Computer science)
 Choice of church
 Computer system conversion
 Cookery, Cajun
 Discrimination against overweight persons (*May Subd Geog*)
 Disk access (Computer science)
 Divergent thinking (*May Subd Geog*)
 Ex-smokers (*May Subd Geog*)
 Eye-hand coordination (*May Subd Geog*)
 Farm mortgages (*May Subd Geog*)
 Foreign films (*May Subd Geog*)
 Frail elderly (*May Subd Geog*)
 Gang rape (*May Subd Geog*)
 Hospital closures (*May Subd Geog*)
 Inner cities (*May Subd Geog*)
 Jewish gays (*May Subd Geog*)
 Lovesickness (*May Subd Geog*)
 Merit pay (*May Subd Geog*)
 Music radio stations (*May Subd Geog*)
 No-fault divorce (*May Subd Geog*)
 Nonlethal weapons (*May Subd Geog*)
 Obstruction of justice (*May Subd Geog*)
 Overweight persons (*May Subd Geog*)
 Overweight women (*May Subd Geog*)
 Pet grooming salons (*May Subd Geog*)
 Rhyming games (*May Subd Geog*)
 Riding lawn mowers (*May Subd Geog*)
 Sexually transmitted disease vaccines (*May Subd Geog*)
 Specialists (*May Subd Geog*)
 Stuffed animals (Toys) (*May Subd Geog*)
 Teleshopping (*May Subd Geog*)
 Vintage clothing (*May Subd Geog*)
 Wrongful birth (*May Subd Geog*)

REVISED LC SUBJECT HEADINGS

The list below comprises headings that were changed or cancelled on weekly lists 26-39, 1989.

<i>Cancelled heading</i>	<i>Replacement heading</i>	<i>May Subd Geog</i>
Agropyron	Wheatgrasses	YES
Akans (African people)—Tribal government	Akans (African people)— Politics and government	NO
Amino acids, Branched chain	Branched chain amino acids	NO
Anglo-Iranian oil dispute	Anglo-Iranian Oil Dispute, 1951-1954	NO
Anthropologists' literary writings	Anthropologists' writings	NO
Anthropologists' literary writings, American	Anthropologists' writings, American	YES
Anthropologists' literary writings, English	Anthropologists' writings, English	YES
Antibodies, Monoclonal	Monoclonal antibodies	NO
Art, Massim (Melanesian people)	Art, Massim (Papua New Guinea people)	YES
Artists' literary writings	Artists' writings	NO
Artists' literary writings, Korean	Artists' writings, Korean	YES
Asurs	Asur (Indic people)	YES
Australian aborigines—Tribal government	Australian aborigines— Politics and government	NO

Ballets arranged for flute and piano	Ballets, Arranged	NO
Beef cattle—Weight and measurement	Beef cattle—Weight	NO
Bodos	Bodo (Indic people)	YES
Bouquetin	Ibex	YES
Building and loan associations	Savings and loan associations	YES
Building and loan associations—Government guaranty of deposits	Savings and loan associations—Government guaranty of deposits	NO
Building and loan associations—Law and legislation	Savings and loan associations—Law and legislation	YES
Building and loan associations—Service charges	Savings and loan associations—Service charges	NO
Building and loan associations—Taxation	Savings and loan associations—Taxation	YES
Building and loan associations—Taxation—Law and legislation	Savings and loan associations—Taxation—Law and legislation	YES
Campidano (Sardinia)	Campidano (Italy)	NO
Castello (Cagliari, Sardinia)	Castello (Cagliari, Italy)	NO
Cattle—Weight and measurement	Cattle—Weight	NO
Charleston (S.C.)—Slave insurrection, 1822	Charleston (S.C.)—History—Slave Insurrection, 1822	NO
Chemistry, Clinical	Clinical chemistry	YES
Chemistry, Clinical—Laboratory manuals	Clinical chemistry—Laboratory manuals	NO
Chemistry, Inorganic—Synthesis	Inorganic compounds—Synthesis	NO
Chemistry, Organic—Synthesis	Organic compounds—Synthesis	NO
Chemistry, Pharmaceutical	Pharmaceutical chemistry	YES
Chlamydomonas reinhardtii	Chlamydomonas reinhardtii	YES
Christian education—Phonotapes	Audiotapes in Christian education	NO
Classification—Phonotapes	Classification—Audiotapes	NO
Computers—Vocational guidance	Computer science—Vocational guidance	YES
Concerti grossi arranged for band	Concerti grossi, Arranged	NO
Concerti grossi arranged for organ	Concerti grossi, Arranged	NO
Concerti grossi arranged for piano	Concerti grossi, Arranged	NO
Concerti grossi arranged for piano (4 hands)	Concerti grossi, Arranged	NO
Concerti grossi arranged for piano (Pianos (2))	Concerti grossi, Arranged	NO
Concerti grossi arranged for string orchestra	Concerti grossi, Arranged	NO
Concerti grossi arranged for string orchestra—Scores	Concerti grossi, Arranged—Scores	NO
Copyright—Phonotapes	Copyright—Audiotapes	YES
CRAY computers	Cray computers	NO
Creek Indians—Tribal government	Creek Indians—Politics and government	NO
Dakota Indians—Tribal government	Dakota Indians—Politics and government	NO
Deventer Stadhuis (Deventer, Netherlands)	Deventer Stadhuis (Deventer, Netherlands)	NO
Dhurwas	Parji (Indic people)	YES
Differential aptitude tests	Differential Aptitude Tests	NO
Dockers' Strike, London, England, 1889	Dock Strike, London, England, 1889	NO
Drinking of alcoholic beverages in television	Drinking in television	YES
Durbars—India—Delhi, 1903	Durbars—India—Delhi	

Dusuns	Dusun (Bornean people)	YES
Electric lighting of ships	Ships—Electric equipment	NO
Electric lighting of ships	Ships—Lighting	NO
Electricity on ships	Ships—Electric equipment	NO
Electricity on ships—Law and legislation	Ships—Electric equipment—Law and legislation	YES
Electronic data processing—Mathematics	Computer science—Mathematics	NO
Encopresis in children	Encopresis	YES
Encyclopedias and dictionaries, Indic	Encyclopedias and dictionaries	NO
Engineers, Jewish	Jewish engineers	YES
English hawthorn	Crataegus laevigata	YES
English hawthorn	Crataegus monogyna	YES
Ethnology—Indochina, French	Ethnology—Indochina	
Export premiums	Export subsidies	YES
Eye, Instruments and apparatus for	Ophthalmology—Instruments	NO
F-111 (Fighter planes)	F-111 (Jet fighter plane)	NO
Flumendosa River (Sardinia)	Flumendosa River (Italy)	NO
Folk-songs, Indic	Folk-songs—India	
Fort Jefferson (Dry Tortugas, Fla.)	Fort Jefferson (Fla.)	NO
Fort Michilimackinac (Mich.)	Fort Michilimackinac (Mackinaw City, Mich.)	NO
Fox terrier, Wirehaired	Wire fox terrier	YES
Free verse, Urdu	Free verse	NO
Galibi language	Carib language	NO
Gammopathies, Monoclonal	Monoclonal gammopathies	YES
Geochemistry, Analytic	Analytic geochemistry	YES
Ghee—Grading and standardization	Ghee—Grading	NO
Government employees' literary writings	Government employees' writings	NO
Government employees' literary writings, Brazilian	Government employees' writings, Brazilian	YES
Government employees' literary writings, Colombian	Government employees' writings, Colombian	YES
Growth inhibiting substances	Plant growth inhibiting substances	YES
Growth promoting substances	Growth factors	NO
Growth promoting substances	Plant growth promoting substances	YES
Growth promoting substances—Implantation	Bovine somatotropin—Implantation	NO
Hos	Ho (Indic people)	YES
IBM System/3X (Computer)	IBM System/3X computers	NO
Indians of North America—Tribal government	Indians of North America—Politics and government	NO
Indic languages	India—Languages	NO
Indic languages—Alphabet	India—Languages—Alphabet	NO
International Dressage Championship, Goodwood, West Sussex	International Dressage Championship, England	NO
Iraqi-Iranian Conflict, 1980-	Iran-Iraq War, 1980-1988	YES
Iroquois Indians—Tribal government	Iroquois Indians—Politics and government	NO
ISPF Dialog Manager (Computer program)	ISPF Dialog Manager (Computer system)	NO
Jefferson, Thomas, 1743-1826—Museums, relics, etc.	Jefferson, Thomas, 1743-1826—Museums	YES
Jefferson, Thomas, 1743-1826—Museums, relics, etc.	Jefferson, Thomas, 1743-1826—Relics	YES
Kacharis	Kachari (Indic people)	YES
Kadars	Kadar (Indic people)	YES
Kandhs	Kandh (Indic people)	YES
Kandhs—Missions	Kandh (Indic people)—Missions	YES

Kodaku (Indic people)	Kurku (Indic people)	YES
Korku (Indic people)	Kurku (Indic people)	YES
Lagrange spectra	Lagrange spectrum	NO
Lakher	Lakher (Asian people)	NO
Languages, Modern—Phonotape catalogs	Languages, Modern—Audiotape catalogs	NO
Legislative employees' literary writings	Legislative employees' writings	NO
Legislative employees' literary writings, Brazilian	Legislative employees' writings, Brazilian	YES
Legislators' literary writings	Legislators' writings	NO
Legislators' literary writings, Brazilian	Legislators' writings, Brazilian	YES
Linguists' literary writings	Linguists' writings	NO
Lodhas	Lodha (Indic people)	YES
Magnetism, Terrestrial	Geomagnetism	YES
Magnetism, Terrestrial—Diurnal variation	Geomagnetism—Diurnal variation	NO
Magnetism, Terrestrial—Maps	Geomagnetism—Maps	NO
Magnetism, Terrestrial—Observations	Geomagnetism—Observations	NO
Magnetism, Terrestrial—Observatories	Geomagnetic observatories	YES
Magnetism, Terrestrial—Secular variation	Geomagnetism—Secular variations	NO
Man, Prehistoric—Tools	Tools, Prehistoric	YES
Markov spectra	Markov spectrum	NO
Massim (Melanesian people)	Massim (Papua New Guinea people)	YES
Massim (Melanesian people)—Commerce	Massim (Papua New Guinea people)—Commerce	YES
Massim (Melanesian people)—Rites and ceremonies	Massim (Papua New Guinea people)—Rites and ceremonies	NO
Materia medica, Ophthalmological	Ophthalmic drugs	YES
Matter, Nuclear	Nuclear matter	NO
Meches	Mech (Indic people)	YES
Medicine, Clinical	Clinical medicine	YES
Medicine, Clinical—Computer programs	Clinical medicine—Computer programs	NO
Medicine, Clinical—Handbooks, manuals, etc.	Clinical medicine—Handbooks, manuals, etc.	NO
Medicine, Clinical—Hospital reports	Clinical medicine—Hospital reports	NO
Medicine, Clinical—Research	Clinical medicine—Research	YES
Mejprat (Papuan people)	Mejprat (Papua New Guinea people)	YES
Military bases, Russian	Military bases, Soviet	YES
Milk—Grading and standardization	Milk—Grading	NO
Missions, Home	Home missions	YES
Moen (Denmark)	Møn (Denmark)	NO
Mundas	Munda (Indic people)	YES
Nagpuri dialect	Varhadi-Nagpuri dialect	YES
New, The	New and old	NO
Numbers, Theory of	Number theory	NO
Oenocarpus bataua	Jessenia bataua	YES
Operas arranged for flute	Operas, Arranged	NO
Operas arranged for flute, violin, viola, and violoncello	Operas, Arranged	NO
Operas arranged for string quartets	Operas, Arranged	NO
Operas arranged for violin and piano	Operas, Arranged	NO
Oratorios arranged for string quartets	Oratorios, Arranged	NO

Oratorios arranged for string quintets	Oratorios, Arranged	NO
Overtures arranged for accordion	Overtures (Accordion), Arranged	NO
Overtures arranged for bassoons (3), clarinets (2), horns (2), oboes (2)	Overtures (Bassoons (3), clarinets (2), horns (2), oboes (2)), Arranged	NO
Overtures arranged for flute, guitar, viola	Overtures (Flute, guitar, viola), Arranged	NO
Overtures arranged for flute, guitar, violin	Overtures (Flute, guitar, violin), Arranged	NO
Overtures arranged for flute, violin, viola, violoncello	Overtures (Flute, violin, viola, violoncello), Arranged	NO
Overtures arranged for flutes (2)	Overtures (Flutes (2)), Arranged	NO
Overtures arranged for flutes (4)	Overtures (Flutes (4)), Arranged	NO
Overtures arranged for guitar and piano	Overtures (Guitar and piano), Arranged	NO
Overtures arranged for guitar, violin, viola	Overtures (Guitar, violin, viola), Arranged	NO
Overtures arranged for guitars (2)	Overtures (Guitars (2)), Arranged	NO
Overtures arranged for harpsichord	Overtures (Harpsichord), Arranged	NO
Overtures arranged for organ	Overtures (Organ), Arranged	NO
Overtures arranged for piano	Overtures (Piano), Arranged	NO
Overtures arranged for piano (4 hands)	Overtures (Piano, 4 hands), Arranged	NO
Overtures arranged for piano (6 hands)	Overtures (Piano, 6 hands), Arranged	NO
Overtures arranged for piano (Pianos (2), 8 hands)	Overtures (Pianos (2), 8 hands), Arranged	NO
Overtures arranged for piano trios	Overtures (Piano trio), Arranged	NO
Overtures arranged for piano, flute, guitar	Overtures (Piano, flute, guitar), Arranged	NO
Overtures arranged for string quartets	Overtures (String quartet), Arranged	NO
Overtures arranged for violin and piano	Overtures (Violin and piano), Arranged	NO
Overtures arranged for violins (2), violoncello	Overtures (Violins (2), violoncello), Arranged	NO
Pakistan literature	Pakistani literature	YES
Pakistan literature (English)	Pakistani literature (English)	YES
Pakistan newspapers	Pakistani newspapers	YES
Pakistan periodicals	Pakistani periodicals	YES
Pakistan poetry	Pakistani poetry	YES
Pakistan poetry (English)	Pakistani poetry (English)	YES
Pantomimes with music arranged for piano (Pianos (2))	Pantomimes with music, Arranged	NO
Papa Uvas I Site (Spain)	Papa Uvas Site (Spain)	NO
Passivity (Child psychology)	Passivity (Psychology) in children	YES
PFS software (Computer programs)	PFS software	NO
Phantom (Fighter planes)	Phantom (Jet fighter plane)	NO
Phonotapes	Audiotapes	NO
Phonotapes—Catalogs	Audiotapes—Catalogs	NO
Phonotapes in church work	Audiotapes in church work	NO
Phonotapes in education	Audiotapes in education	NO
Phonotapes in parapsychology	Audiotapes in parapsychology	YES
Phonotapes in psychotherapy	Audiotapes in psychotherapy	NO
Phonotapes in radio journalism	Audiotapes in radio journalism	NO
Phonotapes in religious education	Audiotapes in religious education	NO
Physicians' literary writings	Physicians' writings	NO

Physicians' literary writings, American	Physicians' writings, American	YES
Physicians' literary writings, Brazilian	Physicians' writings, Brazilian	YES
Physicians' literary writings, English	Physicians' writings, English	YES
Physicians' literary writings, German, [etc.]	Physicians' writings, [language or nationality]	YES
Pigeon-pea	Pigeon pea	YES
Potential, Theory of	Potential theory (Mathematics)	NO
Proverbs, Varhadi	Proverbs, Varhadi-Nagpuri	YES
Pseudomonas diseases	Pseudomonas infections	YES
Psychotherapy, Brief	Brief psychotherapy	YES
Puppets and puppet-plays	Puppet plays	YES
Puppets and puppet-plays	Puppet theater	YES
Puppets and puppet-plays	Puppets	YES
Puppets and puppet-plays—Therapeutic use	Puppets—Therapeutic use	NO
Puppets and puppet-plays—Japan	Puppet plays, Japanese	YES
Puppets and puppet-plays—Japan	Puppet theater--Japan	
Puppets and puppet-plays—Japan	Puppets--Japan	
Puppets and puppet-plays in Christian education	Puppet theater in Christian education	YES
Puppets and puppet-plays in Jewish religious education	Puppet theater in Jewish religious education	YES
Puppets and puppet-plays in education	Puppet theater in education	YES
Puppets and puppet-plays in religious education	Puppet theater in religious education	YES
Puppets and puppet-plays in television	Puppets in television	YES
Quartiere Marina (Cagliari, Sardinia)	Quartiere Marina (Cagliari, Italy)	NO
Radio journalism—Phonotape catalogs	Radio journalism—Audiotape catalogs	NO
Recruiting of employees	Employees—Recruiting	NO
Recruiting of employees—Law and legislation	Employees—Recruiting—Law and legislation	YES
Requiems arranged for piano (4 hands)	Requiems, Arranged	NO
Root-rot	Root rots	YES
Root-rot of cotton	Cotton root rot	YES
Root-rot of maize	Corn root rot	YES
Root-rot of wheat	Wheat root rots	YES
Saint Louis (Mo.)—Monuments	Monuments—Missouri—Saint Louis	
Sakalavas	Sakalava (Malagasy people)	YES
Scientists' literary writings	Scientists' writings	NO
Shadow pantomimes and plays	Shadow shows	YES
Sheaves, Theory of	Sheaf theory	NO
Songs, Indic	Songs—India	
St. Regis Indians	Saint Regis Indians	NO
Sumo Indians	Sumo Indians	NO
Symphonic poems arranged for piano	Symphonic poems (Piano), Arranged	NO
Symphonic poems arranged for piano (4 hands)	Symphonic poems (Piano, 4 hands), Arranged	NO
Symphonic poems arranged for piano (Pianos (2))	Symphonic poems (Pianos (2)), Arranged	NO
Symphonic poems arranged for piano (Pianos (2), 8 hands)	Symphonic poems (Pianos (2), 8 hands), Arranged	NO
Symphonic poems arranged for violoncello and piano	Symphonic poems (Violoncello and piano), Arranged	NO
Symphonies—Excerpts, Arranged	Symphonies, Arranged—Excerpts	NO

Symphonies arranged for bassoon, clarinet, flute, horn, oboe	Symphonies (Bassoon, clarinet, flute, horn, oboe), Arranged	NO
Symphonies arranged for bassoons (3), clarinets (2), horns (2), oboes (2)	Symphonies (Bassoons (3), clarinets (2), horns (2), oboes (2), Arranged	NO
Symphonies arranged for clarinets (4)	Symphonies (Clarinets (4)), Arranged	NO
Symphonies arranged for flute, violins (2), viola, violoncello	Symphonies (Flute, violins (2), viola, violoncello), Arranged	NO
Symphonies arranged for organ	Symphonies (Organ), Arranged	NO
Symphonies arranged for organ and piano	Symphonies (Piano and organ), Arranged	NO
Symphonies arranged for piano	Symphonies (Piano), Arranged	NO
Symphonies arranged for piano—Excerpts	Symphonies (Piano), Arranged—Excerpts	NO
Symphonies arranged for piano (4 hands)	Symphonies (Piano, 4 hands), Arranged	NO
Symphonies arranged for piano (4 hands)—Excerpts	Symphonies (Piano, 4 hands), Arranged—Excerpts	NO
Symphonies arranged for piano (Pianos (2))	Symphonies (Pianos (2)), Arranged	NO
Symphonies arranged for piano (Pianos (2), 8 hands)	Symphonies (Pianos (2), 8 hands), Arranged	NO
Symphonies arranged for piano trios	Symphonies (Piano trio), Arranged	NO
Symphonies arranged for piano, clarinet, flute, violin, violoncello	Symphonies (Piano, clarinet, flute, violin, violoncello), Arranged	NO
Symphonies arranged for piano, flute, violin, violoncello	Symphonies (Piano, flute, violin, violoncello), Arranged	NO
Symphonies arranged for string quartets	Symphonies (String quartet), Arranged	NO
Symphonies arranged for string quintets	Symphonies (String quintet), Arranged	NO
Symphonies arranged for viola and piano	Symphonies (Viola and piano), Arranged	NO
Symphonies arranged for violin and piano	Symphonies (Violin and piano), Arranged	NO
Symphonies arranged for violins (2), violoncello	Symphonies (Violins (2), violoncello), Arranged	NO
Symphonies arranged for violoncello and piano	Symphonies (Violoncello and piano), Arranged	NO
Synovia	Synovial fluid	NO
Synovia—Examination	Synovial fluid—Examination	NO
Talmud—Parables	Parables in rabbinical literature	NO
Tariff on phonotapes	Tariff on audiotapes	YES
Teachers' literary writings	Teachers' writings	NO
Teachers' literary writings, American	Teachers' writings, American	YES
Teachers' literary writings, Brazilian	Teachers' writings, Brazilian	YES
Telugus	Telugu (Indic people)	YES
Telugus—Art patronage	Telugu (Indic people)—Art patronage	NO
Tervuren	Belgian tervuren	YES
Tharus	Tharu (South Asian people)	YES
Tharus—Ethnobotany	Tharu (South Asian people)—Ethnobotany	NO
Thonga (African people)	Tsonga (African people)	YES
Tic	Tic disorders	YES
Tobacco root-rot	Tobacco root rot	YES
Toka (African people)	Tonga (Zambesi people)	YES
Tonga (Zambian people)	Tonga (Zambesi people)	YES

Torres Strait (Qld. and Papua New Guinea)	Torres Strait	NO
Totos	Toto (Indic people)	YES
Truk Lagoon (Truk, Micronesia)	Truk Lagoon (Micronesia)	NO
Turkey—Politics and government—1960-	Turkey—Politics and government—1960-1980	NO
Turkey—Politics and government—1960-	Turkey—Politics and government—1980-	NO
United States—Politics and government—1977-	United States—Politics and government—1977-1981	NO
Urata Site (Tateyama-machi, Japan)	Urada Site (Tateyama-machi, Japan)	NO
Valenge (African people)	Chopi (African people)	YES
Virus diseases, Slow	Slow virus diseases	YES
Vitamin PP	Nicotinamide	NO
Vitamin PP deficiency	Nicotinamide deficiency	YES
Washington (D.C.)—Monuments	Monuments—Washington (D.C.)	
Water-lilies	Water lilies	YES
Water-lilies—Diseases and pests	Water lilies—Diseases and pests	YES
Wheat grass, Crested	Crested wheatgrass	YES
White Mountain Apache language	White Mountain Apache dialect	NO
Wintun language	Wintun languages	YES
Women, Fulah	Women, Fula (African people)	YES
Women, Kabre	Women, Kabre (African people)	YES
Women, Manga	Women, Manga (African people)	YES
Women, Mawri	Women, Mawri (African people)	YES
Woodstock Festival, Woodstock N.Y., 1969	Woodstock Festival, Bethel, N.Y., 1969	NO
Xicaque Indians	Jicaque Indians	NO
Xicaque Indians—Missions	Jicaque Indians—Missions	YES

SUBJECT HEADINGS REPLACED BY NAME HEADINGS

<i>Cancelled Subject Heading</i>	<i>Replacement Name Heading</i>
Canadian Arctic Expedition, 1913-1918	Canadian Arctic Expedition (1913-1918)
Chaco Canyon National Monument (N.M.)	Chaco Culture National Historical Park (N.M.)
Hartford & Springfield Street Railway	Hartford & Springfield Street Railway Company
PFS:WRITE (Computer program)	Professional write (Computer program)
Theodore Roosevelt National Memorial Park (N.D)	Theodore Roosevelt National Park (N.D)
World Climate Programme, 1980-1983	World Climate Programme

PUBLICATIONS

USMARC CODE LIST FOR LANGUAGES

USMARC Code List for Languages, 1989 edition has recently been published. This revised document contains a list of languages and their associated three-character alphabetic codes for use in the designation of languages in USMARC records. It contains both codes for individual languages and codes for language groups that are used when infrequent occurrence of a language does not warrant an individual code. It is arranged in two alphabetical parts: a name sequence and a code sequence.

The 1989 edition, a revision of the edition published in 1987, includes the addition of almost 200 new languages which have been assigned group codes, over 200 new references, and about 50 changes to

existing references. No new codes have been added, although some captions have been changed.

USMARC Code List for Languages (ISBN 0-8444-0656-2) is designed to be used with the *USMARC Bibliographic Format*. It is available from the Cataloging Distribution Service, Customer Services Section, Library of Congress, Washington, D.C. 20541, (202) 707-6100, \$20 (U.S.), \$25 (International).

MARC DISTRIBUTION SERVICE - NATIONAL REGISTER OF MICROFORM MASTERS

In a joint venture with the Association of Research Libraries (ARL), the Library of Congress has produced the MARC Distribution Service - National Register of Microform Masters (MDS-NRMM), available as a retrospective tape file. This file provides approximately 60,000 unique, machine-readable cataloging records for monographic microform masters included in the *National Register of Microform Masters* (NRMM) print publication that was published by the Library, 1965-1983.

Since 1983, microform master records have been included in the *National Union Catalog* or *New Serial Titles*. Post-1983 microform master records for monographs or serials are not included in the MDS-NRMM. Serial microform master records are within the scope of the CONSER Program.

As with the print version, MDS-NRMM is a catalog of records for microfilmed materials for which master negatives exist. By identifying the ownership of master microforms, MDS-NRMM provides essential information about their locations. It includes foreign and domestic monographic titles, pamphlets, and foreign dissertations. It does not include technical reports, typescript translations, foreign and domestic archival manuscript collections, U.S. doctoral dissertations, or masters degree theses.

In association with ARL, the Library provides technical support for the production of MDS-NRMM, as well as quality control through the MARC Editorial and the Cataloging Management and Publication Divisions.

The MARC Distribution Service - National Register of Microform Masters retrospective tape file is available in USMARC format only on 9-track magnetic tape at 1600 or 6250 cpi density or on tape cartridge. It is available from the Cataloging Distribution Service, Customer Services Section, Library of Congress, Washington, D.C. 20541, (202) 707-6100, \$1,650. A test tape, and relevant MARC documentation, is also available (\$215) from CDS.

CATALOGING DISTRIBUTION SERVICE

CDS EXPANDS ALERT SERVICE

The Alert Service, the Library of Congress weekly bibliographic subscription card service, has been expanded. It provides current full cataloging for monographs and serials as well as Cataloging-in-Publication (CIP) records. With the upgrade, it now offers 2,155 subjects from which to choose. Subscribers tailor the service to alert them to the latest publications in areas of their special interests.

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"Law" and "history," especially, have grown in detail. "Law" subject categories have increased from 20 to 194, while "history" has increased by almost 100 additional categories. For example, a customer may request cards for items covering the "Law of South America" either for every country in South America or for a single country, e.g., the "Law of Brazil". Until the Alert Service was expanded, even "Law of South America" was not an option.

The Alert Service upgrade now allows subscribers to request cards for the history of much smaller nations and geographic areas. African history, particularly, has been expanded. Once available only as one all-inclusive subject selection - "Africa" - now subscribers may elect to receive "Africa" or any of the individual African countries or regions.

Shipments of Alert Service cards are billed at the following rates: profiles for MARC records selected from one or more of the 2,155 specific subject categories cost 20 cents a card; profiles for MARC records selected from one or more of 21 broad subject categories cost 10 cents a card; profiles including all MARC records cost 6 cents a card. All profiles feature language options of English, non-English, or both at no additional cost.

For more information about the Alert Service and to request a brochure that describes the service in-depth, contact: Betty V. Bowles, Cataloging Distribution Service, Library of Congress, Washington, D.C. 20541; (202) 707-1292; FAX: (202) 707-1334.

