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Editorial postal address: Cataloging Policy and Support Office, Library Services, Library of Congress, Washington, D.C. 20540-4305

Editorial electronic mail address: CPSO@loc.gov

Editorial fax number: (202) 707-6629

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PERSONNEL CHANGES

Barbara B. Tillett, chief, Cataloging Policy and Support Office (CPSO), is on a three-year detail as project director for the implementation of an integrated library system for the Library of Congress, effective August 24, 1997. During this period Thompson A. Yee, assistant chief, will serve as acting chief of CPSO. During her detail, Dr. Tillett will continue to serve as the Library's representative to the ALCTS/CCS Committee on Cataloging: Description and Access and to the Joint Steering Committee for Revision of AACR and to attend the weekly meetings of the Library's Cataloging Management Team.

HEADINGS FOR CERTAIN ENTITIES

Below is a revision of the lists of types of headings for certain entities that appeared in *Cataloging Service Bulletin*, no. 73 (Summer 1996).

GROUP 1—NAME AUTHORITY GROUP HEADINGS

(Named entities always established according to descriptive cataloging guidelines and always residing in the name authority file)

Category	MARC tag
Abbeys	110
Academies	110
Airplanes, Named	110
Airports	110
Almshouses	110
Aquariums, Public	110
Arboretums	110
Artificial satellites	110
Asylums (Charitable institutions)	110
Athletic contests	111
Banks	110
Bars	110
Biblical characters	100
Biological stations	110
Boards of trade (Chambers of commerce)	110
Botanical gardens	110
Broadcasting stations	110
Cathedrals	110
Cemeteries	110
Chambers of Commerce	110
Chapels	110
Churches (In use or ruins)	110
City sections	151
Collective settlements	151
Colleges	110
Comic strips	130
Communes	151
Competitions	111
Computer programs	130
Concentration camps	110
Concert halls	110
Conservation districts	151
Contests	111
Convents	110
Correctional institutions	110
Country clubs	110
Crematories	110
Dance halls	110
Denominations, Religious (Individual)	110
Dispensaries	110
Ecclesiastical entities that are also names of places, e.g., Basel (Switzerland): Ecclesiastical principality)	110

Category	MARC tag
Ecological stations	110
Educational institutions	110
Electronic discussion groups	130
Embassies	110
Events	111
Exhibitions	111
Expeditions, Military	111
Expeditions, Scientific	111
Experiment stations	110
Expositions	111
Factories	110
Fairs	111
Festivals and celebrations	111
Folk festivals and celebrations	111
Funeral homes, mortuaries	110
Galleries	110
Games (Events)	111
Halfway houses	110
Herbariums	110
Hospitals	110
Hotels	110
Jurisdictions, Ancient (other than cities)	151
Laboratories	110
Libraries	110
Markets	110
Military installations (Active; also all after 1899)	151
Monasteries	110
Morgues	110
Motels	110
Motion pictures	130
Museums	110
Night clubs	110
Nursing homes	110
Observatories	110
Old age homes	110
Opera houses	110
Orphanages	110
Parades	111
Park districts	151
Planetariums	110
Plans (Programs)	110
Poorhouses	110
Port authorities	110
Prisons	110
Projects, plans, etc.	110
Public celebrations, pageants, anniversaries	111
Publishers' imprints	110
Races (Contests)	111
Radio programs	130
Railroads	110
Recreation districts	151
Religious denominations	110
Research stations	110
Restaurants	110
Sanitariums	110
Sanitation districts	151
School districts	110
Schools	110
Service stations	110
Ships	110
Shipyards	110
Shows (Exhibitions)	111
Software, Computer	130

Category	MARC tag
Sound recording labels	110
Space vehicles	110
Sporting events	111
Stock exchanges	110
Stores, Retail	110
Studies (Research projects)	110
Television programs	130
Temples (in use; excludes temples in ruins)	110
Theater companies	110
Tournaments	111
Tribes (as legal entities only)	110
Undertakers	110
Utility districts	151
Universities	110
Water districts	151
Zoological gardens	110

GROUP 2—SUBJECT AUTHORITY GROUP HEADINGS

(Named entities always established according to subject cataloging guidelines and residing in either the name or subject authority file)

Category	MARC tag
Amusement parks	151
Apartment houses	110
Armories	110
Artists' groups	150
Asian conglomerate corporations	110
Auditoriums	110
Awards	150
Bathhouses	110
Baths, Ancient	110
Bridges	151
Building details	150
Buildings, Private	110
Buildings occupied by corporate bodies	110
Bus terminals	110
Camps	151
Canals	151
Capitols	110
Castles	110
Cities, Extinct (Pre-1500)	151
City halls	110
Civic centers	110
Clans	100
Club houses	110
Coliseums	110
Collections, Public or Private	110
Collective farms	151
Community centers	110
Computer languages	150
Computer networks	150
Computer systems	150
Convention centers	110
Courthouses	110
Customhouses	110
Details, Building	150
Docks	151
Doors	150
Dwellings	110
Estates	151
Events	150
Exhibition buildings	110
Families	100

Category	MARC tag
Farms	151
Feasts	150
Ferry buildings	110
Fire stations	110
Forests	151
Fortresses (Structures)	151
Gardens	151
Gates	150
Grain elevators	110
Gymnasiums	110
Hazardous waste sites	151
Highways	151
Historic sites	151
Immigration stations	110
Islands, Nonjurisdictional	151
Land grants	151
Lighthouses	110
Manors	110
Mansions	110
Market buildings	110
Military installations (Before 1900 <i>and</i> inactive)	151
Mine buildings	110
Mines	151
Mints	110
Monuments (Structures, statues, etc.)	150
Music halls	110
Office buildings	110
Official residences	110
Palaces	110
Parks	151
Playgrounds	151
Plazas (Open spaces, squares, etc.)	151
Police stations	110
Pools, Public	151
Ports (Physical facilities)	151
Post offices	110
Power plants	110
Presidential mansions	110
Public comfort stations	110
Railway stations	110
Ranches	151
Recreation areas	151
Refugee camps	151
Reservations, Indian	151
Reserves (Parks, forests, etc.)	151
Resorts	110
Roads	151
Rooms	150
Sanitary landfills	151
Schools of artists	150
Shopping centers	110
Shrines (<i>not</i> churches)	150
Spas	110
Sport arenas	110
Stadiums	110
Streets	151
Structures (Non-geographic, e.g., towers)	150
Temples (In ruins)	110
Terminal buildings	110
Theater buildings	110
Theme parks	151
Tombs	150
Towers	150

Category	MARC tag
Trails	151
Tribes (Ethnic groups)	150
Tunnels	151
Villas	110
Walls	150
Waterways	151

SCOPE OF THE CATALOGING IN PUBLICATION PROGRAM¹

INCLUSIONS

General

All monographic trade publications published in the United States and monographic federal government publications are within scope of CIP. This includes multipart items, new or revised editions, and new impressions of titles formerly published without CIP, as well as translations into Spanish, and compilations of serial articles brought together in one or several volumes as a collection (but generally not whole volumes of a serial). Also included are original editions in microform.

Copies/Issues

Note that changes in place of publication, major changes in the form of the publisher's name, or a change in date of publication constitute a new edition. (See LCRI 1.0 for further guidance.)

EXCLUSIONS

Reject for cataloging the below listed categories of CIP materials, whether copyrighted or not.

Mass Market Paperback Originals and Reprints

These materials are those intended for wide sale on newsstands, in drugstores, supermarkets, etc., as well as in bookstores. Typical examples of mass market publishers are: Avon, Dell, Fawcett/Crest, Penguin, Pocket Books, NAL/Signet, Warner Books. Do not confuse these with trade paperbacks, which are issued by trade publishers and are usually sold in bookstores at a considerably higher price. Typical examples of trade paperback publishers: Little, Brown; Doubleday; Macmillan; Random House; Ten Speed Press. Note that some publishers (e.g., Avon, Bantam) publish both mass market and trade books. The price or estimated price is then often the only clue for decision.

Expendable Educational Materials

These are such materials as laboratory, teachers' and students' manuals, workbooks, answer books, and programmed instruction test sheets. This category applies to all physically separate works, whether or not they are received simultaneously with the work which they are intended to accompany, and to publications that are entirely independent of another publication. *Note:* This exclusion does *not* apply to teachers' editions. In case of doubt whether a publication is a teacher's manual or edition, seek clarification from the publisher.

Transitory/Consumable Nature

This category relates to specialized publications of a transitory and/or consumable nature such as calendars; coloring, comic, and cutout books; trade catalogs; and telephone books.

¹Revision of statement that appeared in *Cataloging Service Bulletin*, no. 57 (Summer 1992).

Translations

This category consists of translations from English, except into Spanish, and translations from one foreign language into another foreign language other than Spanish.

Privately Printed and Vanity Press Publications

Books from private presses are within the scope of CIP. A privately *printed* work, for the purpose of this list, is one that is printed for the author at his/her expense by a printing establishment other than a private press, or is printed or otherwise duplicated by the author himself/herself; the work is generally not available through the book trade. (Note that although the Library acquires many genealogical publications, the majority are excluded from the CIP program because of the above considerations. This means that although a publication is excluded from the CIP program, it may nonetheless be acquired by the Library.)

A vanity press is one that *publishes* at the author's expense; the author bears any financial risks involved. Typical examples of vanity publishers: Atlantis Press, Exposition Press, Dorrance, Vantage Press.

Religious Instructional Materials

This category consists of religious instructional materials keyed to a specific creed at all levels, including those for Bible schools and Sunday school-type materials.

Textbooks Below Secondary Level

This category consists of textbooks below the secondary school level *except* those for American history.

Publications With a Foreign Imprint Only

Exclude publications with a foreign imprint only. Include, however, publications with dual (foreign and U.S.) imprints that originate or seem to originate from overseas.

Foreign imprints that are only distributed in the U.S. are out of scope for CIP. There must be evidence that a single publisher has a U.S. place of publication. In the case of dual imprints, one publisher must list a U.S. place of publication, not just a statement of distribution.

Music Scores

This category consists of music scores.

Nonbook Materials

This category consists of nonbook materials *except*

- a) original editions in microform;
- b) software in the CIP software program.

Reprints/Offprints

This category consists of reprints or offprints of single articles from periodicals and other serials.

Serials (Including Reprints of Serials)

This category consists of serials or reprints of serials (periodicals, annuals, and other publications regularly issued under a constant title) in which only the dates or volume numbers change or intend to change. If an entry for a serial already exists, also disregard the possible variations in authorship, issuing body, or imprint. (See also below.)

More Extensive Physical Configurations of Textbooks When a Lesser One Exists

This category consists of textbooks published in multiple physical configurations, one of which is less extensive than the others. An example would be the same text published in a single volume and also in one or more multiple volume configurations. In such cases always prefer the least extensive configuration, i.e., 1 volume over 2, 2 over 3, etc.

APPLICATION OF CRITERIA

In case of doubt about the *application* of these criteria, use the guidelines below for monographs and serials.

Monograph

If the publication is a monograph but the information supplied by the publisher is such to make the application of these criteria inconclusive and doubt remains whether or not to accept the item for cataloging, seek clarification before proceeding.

Serial

It is the responsibility of the person doing the descriptive aspect to determine whether a publication is a serial. If the data are for a serial or a suspected serial

- 1) if a record for the publication already exists, reject the item;
- 2) if no record exists but evidence in the data supplied clearly indicates that the work is a serial, reject the item for cataloging;
- 3) if the publication is a suspected serial, contact the publisher for additional information; if doubt remains, refer the material, with pertinent information attached, to the Cataloging Policy and Support Office.

COLLECTION-LEVEL CATALOGING²

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- 3) Standards

²Revision of statement that appeared in *Cataloging Service Bulletin*, no. 53 (Summer 1991).

4) Elements

- a) 1XX field: Main entry heading
- b) 240 field: Uniform title
- c) 245 field: Title
- d) 246 field: Variant form of title
- e) 260 field: Imprint
- f) 300 field: Physical description
 - 1)) Extent of item (including specific material designation)
 - 2)) Other physical details
 - 3)) Dimensions
- g) 351 field: Organization and arrangement of materials
- h) 4XX fields: Series
- i) 5XX fields: Notes
 - 1)) 505 field: Formatted contents note
 - 2)) 506 field: Restrictions on access
 - 3)) 520 field: Summary, etc.
 - 4)) 524 field: Preferred citation of described materials
 - 5)) 540 field: Terms governing use and reproduction
 - 6)) 541 field: Immediate source of acquisition
 - 7)) 544 field: Location of associated archival materials
 - 8)) 545 field: Biographical or Historical Note
 - 9)) 555 field: Cumulative index/finding aids note
 - 10)) 561 field: Provenance note
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 - 3)) Materials serviced by Collections Management Division
- o) 082 field: Dewey decimal number
- p) 043 field: Geographic area code
- q) Fixed fields
 - 1)) Leader/17: Encoding level
 - 2)) 008/35-37: Language
 - 3)) 008/06: Type of date
 - 4)) 008/07-10: First date
 - 5)) 008/11-14: Second date
 - 6)) 008/15: Country of publication
 - 7)) Leader/07: Bibliographic level

5) Cataloging Divided Into More Than One Record

- a) 245 field: Title
- b) 260 field: Imprint
- c) 300 field: Physical description
- d) 5XX fields: Notes
- e) 505 field: Contents note

LESSER-KNOWN LANGUAGE MATERIALS

- 1) Definition
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INTRODUCTION

Collection-level cataloging involves the creation of a single bibliographic record for a group of monographic, serial, or archival materials. Collection-level cataloging draws from long traditions both of bibliographic cataloging and archival processing for complex collections of historical materials. Collection-level cataloging for the latter takes advantage of the natural relationships that exist among the items within the collection and recognizes the importance of capturing these relationships in the bibliographic record.

These instructions are divided into three sections: Selection, Arrangement and description, and Cataloging. The first section, Selection, describes the types of materials that are candidates for collection-level cataloging and explains which parts of the Library are authorized to make these decisions. The second section, Arrangement and description, provides general advice concerning methods of organizing and processing collections, pointing the way to the array of already published resources in this area. The third section, Cataloging, describes characteristics of collection-level MARC records, stating requirements and pointing out alternatives.

SELECTION

1) *Categories.* Collections at the Library of Congress normally fall into one of three basic categories:

- a) groups of items that come to the Library already well organized by a previous owner;
- b) groups of items that come from a single source, but with minimal or no previous organization;
- c) groups of items that are assembled into collections for the purposes of technical processing and storage; such collections are often termed "artificial."

All three types of collections share certain factors in common. All are represented by bibliographic records that describe groups of materials rather than items, and all tend to be organized around similar unifying factors. Such factors may include

- a) personal author;
- b) issuing body;
- c) form or genre;
- d) subject;
- e) language or nationality;
- f) provenance (source).

2) *Formats.* Collection-level cataloging may be utilized for newly acquired materials, as well as for older materials selected from the Library's uncataloged arrearsages. Types of materials appropriate to consider for collection-level cataloging treatment include

- a) groups of manuscripts, photographs, moving images, maps, sound recordings, and other special media, generally archival in nature, that constitute collections "of historical significance" and that generally are acquired by the Library as collections;
- b) groups of monographic or serial materials, generally from unprocessed arrearsages, that share subject information to the extent that subject access can adequately be provided with a single classification number, or one or more subject headings;
- c) groups of pamphlets or ephemera in various media that do not merit item-level or minimal-level cataloging, but that collectively are judged to be of research value; such materials may be selected from unprocessed arrearsages or newly received; they may have been acquired by the Library as organized collections or as individual items.

3) *Responsible Units.* Units of the Library responsible for designating materials for collection-level treatment are

- a) the divisions of Public Service Collections, in particular, the special format divisions and the American Folklife Center;
- b) the divisions of Area Studies Collections;
- c) selection officers in the Collections Policy Office;
- d) Serial Record Division;
- e) Overseas Operations Field Offices.

In the case of special format materials, decisions concerning selection, arrangement, preservation, and level of cataloging are the responsibility of the particular custodial division(s) involved. In the cases of special format materials that are cataloged in the Special Materials Cataloging Division (SMCD), these decisions are made jointly by SMCD and the relevant custodial division.

In the case of newly acquired library materials on topics of interest to the Area Studies Collections divisions, the selection officers receiving and reviewing the materials should consult staff members from the relevant divisions before designating materials for collection-level treatment.

Catalogers and others who handle materials before descriptive cataloging has been completed in the workflow may also nominate groups of materials for collection-level treatment. Such nominations must be approved by the divisions of Area Studies Collections or by the Collections Policy Office.

Note: Exceptionally, materials that had been given full-level descriptive cataloging in overseas offices but meet conditions for treatment as candidates for collection-level cataloging, may be processed as collection-level cataloging. LCCN numbers for all item-level records that have to be cancelled in the process must be included in field 010 in separate subfields z of the collection-level record. This is so that libraries for whom the field offices procure monographs will be able to track the status of the cancelled records.

ARRANGEMENT AND DESCRIPTION

Arrangement and description are terms used to describe various types of processing activities that bring order and control to collections of materials. They commonly involve the physical handling, sorting, and listing of materials, as well as preservation and storage considerations.

1) *Arrangement.* Arrangement is the process of sorting individual items into meaningful groups and of placing those groups into meaningful relationships with each other. Materials can be arranged in many logical ways, and the "look" or design of the arrangement and the records and documents which will reflect that arrangement should be determined by examining the material to consider the types of access most likely to serve the needs of researchers and other potential users. Individual collections will require differing levels and methods of arrangement. For these reasons, decisions about arrangement must be made on a collection-by-collection basis.

a) *Organized at time of receipt.* For collections that come to the Library already well organized, every effort should be made to maintain this order. Maintaining the order of collections of documents tells something about the previous owner(s) of the materials and is for this reason, a basic tenet of archival practice. In certain instances, this principle must be modified, as, for example, with photographic film (both motion and still), where preservation and storage factors may mitigate against the maintenance of original physical order.

b) *Not organized at time of receipt.* Collections that come to the Library lacking any recognizable order must be examined, sorted, and arranged in some fashion prior to cataloging. Customary types of arrangement include

- 1)) by source or provenance;
- 2)) by form, e.g., correspondence, minutes, navigation charts, computer files;
- 3)) by content or topic;
- 4)) by date of item or group, i.e., in chronological order;
- 5)) in alphabetic order.

Collections consisting of large numbers of individual items are normally divided into ranges of hierarchical groupings commonly referred to as record groups, series, file units, and documents. Additional guidance in these matters may be found in Fredric M. Miller's *Arranging and Describing Archives and Manuscripts* (Chicago: Society of American Archivists, 1990), or in local processing guidelines located in special collections divisions.

c) *Originally acquired for item-level treatment.* Materials originally acquired for item-level treatment that are designated for artificial collections (see Categories above) also need to be examined, sorted, and arranged before bibliographic records are created. The sorting and weeding process is especially important for those arreange materials originally designated for item-level treatment; items in the following categories should be removed from the arreange materials as not eligible for collection-level cataloging:

- 1) issues of nonanalyzable serials;
- 2) issues of numbered monographic series that fit guidelines for "series not needing analysis" — series authority record (SAR) may not exist yet;
- 3) issues of numbered monographic series with decision "classify as a collection" in SAR 646 field;
- 4) volumes of numbered multipart items classed as a collection;
- 5) other items in numbered or unnumbered monographic series generally are not eligible for collection-level cataloging;
- 6) volumes of unnumbered multipart items that bear common or closely related titles, e.g., *Guide to historical resources in [name of county]*, *Starting and operating a business in [name of state]*;
- 7) duplicates of items already fully cataloged in the Library of Congress;
- 8) editions of works already fully cataloged in the Library of Congress;
- 9) materials for which there are NCCP records in the online file;
- 10) materials for which there are item-level copy records in bibliographic utilities;
- 11) materials that *really* should be represented by item-level cataloging records (may be either full-level or MLC records).

After weeding out items in the above categories, the cataloger or processor must then decide upon the arrangement of the remaining materials, i.e., those that will now constitute the collection. The cataloger in consultation with the authorizing official, also decides on the level of fullness which the collection level-cataloging will receive, e.g., whether the material will receive contents notes and/or author-title analytics, whether the material will be classed in the general collections or housed in pamphlet boxes.

2) *Description.* Description is the process of organizing and recording the information about collections that was gathered during the sorting and arranging stages. For extensive collections, finding aids are compiled to provide researchers with a level of detail well beyond that available through the catalog record.

For collections with a small number of items, the entire description of a collection may be accomplished within the framework of a MARC record. In many cases, finding aids are appropriate to extensive collections with large numbers of items and to collections cataloged according to *Graphic Materials* (GIHC), or *Archives, Personal Papers, and Manuscripts* (APPM).

Finding aids vary widely in format, style, and complexity. Commonly, they consist of two parts. The first is a narrative introduction that contains: (1) biographical sketches or agency histories, etc.; (2) collection descriptions highlighting strengths, gaps, weaknesses, and characterizing its extent and depth; and (3) information concerning restrictions on access and use. The second part, listings of the items or groups of items contained in the collection, occupies the major portion of finding aids. For collections arranged hierarchically, the listings may stop at a more generalized level, e.g., series, or may extend down to the container or item level.

The finding aid technique is in use in several divisions of the Library, including American Folklife Center; Manuscript Division; Music Division; Prints and Photographs Division; Motion Picture, Broadcasting, and Recorded Sound Division; and Rare Book

and Special Collections Division. More detailed information about preparing finding aids may be found in such works as *Arranging and Describing Archives and Manuscripts*, by Fredric M. Miller and in *Administration of Photographic Collections*, by Mary L. Ritzenthaler, Gerald J. Munoff, and Margery S. Long.

Currently work is underway at a national level to prepare standards for accessing and sharing finding aids online, for example, through the Internet, using an SGML (Standard Generalized Markup Language), document-type definition called Encoded Archival Description (EAD). The Library is participating in this venture and is anticipating sharing finding aids with researchers through this technique.

CATALOGING

1) *Responsible Units*

a) Materials designated for CLC by the several custodial divisions of Public Service Collections are cataloged by the staffs of the respective divisions and/or by the Special Materials Cataloging Division, Cataloging Directorate.

b) Materials designated for CLC by Area Studies Collections are cataloged by teams within the Cataloging Directorate working together with the recommending staff.

c) Materials designated for CLC by the Collections Policy Office selection officers are cataloged by teams within the Cataloging Directorate according to language and subject expertise.

d) Materials designated for CLC by overseas offices are cataloged by the designating office, unless that office is not yet authorized to do so.

2) *MUMS Files*. Collection-level records for specific media should reside in the file appropriate to that record type, or in the serials file in cases where seriality is considered the most significant aspect

Media	MUMS file
Books, pamphlets, broadsides, etc.	Books file
Serials	Serials file
Computer files	Computer files file
Prints, photographs, films, videos, filmstrips, kits, etc.	Visual materials file
Manuscripts, records, etc.	Mixed materials file
Maps ³	Maps file
Scores, sound recordings	Music file

Collections of mixed materials that are predominantly of one format will generally reside in the file appropriate to that format. Collections of mixed materials in which no one material predominates, should reside in the file determined to be the most relevant by the cataloger. Collections of manuscripts, records, etc., held by a division other than the Manuscripts Division can nevertheless be represented in the mixed materials file.

3) *Standards*. The basic rules that guide the bibliographic description and added entry access portions of collection-level cataloging are the *Anglo-American Cataloguing Rules* (2nd ed.) (AACR2), the *Library of Congress Rule Interpretations* (LCRI), and the special format cataloging manuals:

Archival Moving Image Materials (AMIM). Washington: LC, 1984.

Archives, Personal Papers, and Manuscripts (APPM). 2d ed. Chicago: SAA, 1989.

Graphic Materials (GIHC). Washington: LC, 1982.

³Atlases currently reside in the books file. After format integration is completed, they will become part of the maps file.

For subject access, the *Library of Congress Subject Headings (LCSH)* and *Subject Cataloging Manual: Subject Headings*, *Subject Cataloging Manual: Classification*, and *Subject Cataloging Manual: Shelflisting* are utilized. Pictorial materials also use the *Thesaurus for Graphic Materials (TGM)*.

4) *Elements*. Specialized practices for collection-level cataloging are arranged element by element according to field number. Fields for which no special collection-level instructions are required are not listed here. Other fields than those listed here may be used on collection-level cataloging records by following normal MARC guidelines and the standards listed above.

a) *1XX field: Main entry heading*. An appropriate main entry heading is determined by application of AACR2, in conjunction with the AACR2-based manuals designed for treatment of specific materials, e.g., *Archives*, *Personal Papers*, and *Manuscripts (APPM)*.

Collections can be so diverse that title main entry is often appropriate (cf. AACR2 21.7). 1XX main entries do, however, occur. Specific instances include collections of works, papers, etc., by one personal author or emanating from a single corporate body (AACR2 21.4). Collections of laws governing one jurisdiction normally fall into this category, with main entry under jurisdiction (AACR2 21.31B1). In addition, *Archives*, *Personal Papers*, and *Manuscripts* permits personal or corporate name main entry for materials cataloged archivally under the following circumstances:

1)) when the collection consists of the papers of two or more persons, main entry is created either (1) under the more prominent name or (2) under the name of the person whose papers predominate;

2)) when the collection is known under the name of the person who made the collection, main entry is under the name of that person, followed by the relator, "collector."

Examples of CLC 1XX entries:

110 1# #a Austria.
240 10 #a Laws, etc. (Royal decrees, mandates,
letters patent, etc.)
245 10 #a Wir Franz der Erste, von Gottes Gnaden
Kaiser von Oesterreich ... : #b [a
collection of decrees of the Emperor of
Austria].
(Rules used: AACR2)

100 1# #a Wittick, Ben, #d 1845-1903, #c
photographer.
245 10 #a Native Americans of the Southwest #h
[graphic].
(A collection of forty-six photographs; rules used: for main entry
AACR2; for title G1HC)

110 2# #a Bollingen Foundation.
245 00 #k Records, #f 1939-1973.
(Rules used: APPM)

100 1# #a Purland, Theodocius, #e collector.
245 00 #a Collection of materials on mesmerism, #f
1842-1854.
(Rules used: APPM)

If a main entry heading is appropriate but the name is not represented in the LC authority files, the AACR2 form of the name is constructed and used. An authority record must be created when needed to break conflicts, to trace a needed cross reference

in a particular circumstance, or to establish a uniform title not already in use in the catalog.

b) *240 field: Uniform title.* For collections of law materials, the cataloger will construct a uniform title introduced by the form prescribed in AACR2, 25.15A1: Laws, etc. The remainder of the title is enclosed in parentheses (...), and consists of terms descriptive of the major types of materials within the collection.

240 10 †a Laws, etc. (Imperial or royal decrees, mandates, etc.)

c) *245 field: Title.* When material incorporated into collection-level cataloging records has diverse authorship, collection-level records are entered under title main entry. The title of each record is constructed by the cataloger. Titles should generally be in English with an attempt to make them both descriptive and distinctive, highlighting the factor(s) that hold the collection together. Consistency in title construction within major collections is another desirable feature. Types of data appropriate for such supplied title statements may include

- (provenance);
- 1)) name of collection (for previously named collections);
 - 2)) name of creator, creating body, collector or source
 - 3)) languages;
 - 4)) geographic locations;
 - 5)) genre or form;
 - 6)) principal subjects--persons, events, topics, activities, objects, and dates of subject coverage.

Note: When records are cataloged according to *Archives, Personal Papers, and Manuscripts*, dates given in the title field represent the inclusive or span dates for the material being described, rather than the dates of subject coverage.

With the exception of titles for graphic, archival and manuscript collections, these cataloger-supplied titles are enclosed in square brackets ([...]). The reason for this difference is that most manuscripts, graphic, and archival collections lack formal bibliographic indicia. Therefore, the principle of transcription does not apply. Brackets lose their particular significance in relation to "transcription from chief source of information" rules, which characterize bibliographic description of published print materials. Specialized rules for manuscripts, graphic and archival collections specifically eschew the use of brackets for cataloger-supplied titles. (*cf. Archives, Personal Papers, and Manuscripts* (APPM) and *Graphic Materials* (GIHC)). The lack of brackets also applies to field 260 for GIHC (*q.v.*).

Examples of CLC 245 main entries:

245 00 †a [Finnish social service publications].
(A collection of 27 book items; rules used: AACR2)

245 00 †a New York World-Telegram and the Sun
Newspaper Photograph Collection (Library
of Congress) †h [graphic].
(Ca. 1,000,000 photographic prints; rules used: GIHC)

245 00 †a [Palladium role playing games
publications] †h [computer file].
(A collection of 12 files; rules used: AACR2)

245 00 †a [Manam language publications].
(An open collection; rules used: AACR2)

245 00 †a [Association of American Railroads collection of maps, mainly of the United States as a whole, sections of the United States, individual states and cities, showing railroads or railroad related information : †b including maps of London environs, western Canada, and Europe].

(A collection of 154 maps and four profiles; rules used: Map Cataloging Manual)

245 00 †a [Footage of peace rallies and marches in the 1970s].

(A collection of film segments; rules used: AMIM)

245 00 †a Grenfell Press archive collection.

(Ca. 10,000 items of assorted materials relating to the production of books; rules used: APPM)

245 00 †a Analecta Anglicana : †b commonplace books, †f [17--].

(5 v. of notes, extracts, cut materials from printed items, and engravings by an unknown person; rules used: APPM)

When a record is likely to exceed system limitations in the 505 fields (see also 505 field below), consider the best means of representing the collection to get around these limitations. This may be accomplished by further refining the nature of the collection by dividing it into parts that can each be represented in a single record (e.g., from "pamphlets concerning tobacco consumption" to "pamphlets encouraging smoking" and "pamphlets discouraging smoking"), or simply by dividing the cataloging for the collections into more than one record. (See Cataloging divided into more than one record)

245 00 †a [PRC Tibetan Collection. †p Chinese and Tibetan veterinary medicine publications].

245 00 †a [Washington D.C. pamphlets. †n Record 1 of 2].

(fifty pamphlets from the Landover pamphlets collection; rules used: AACR2)

f) 246 field: Variant form of title. Variant titles by which a collection may be known are recorded (1) if they differ substantially from the title statement in field 245 and (2) if they may be anticipated to constitute a significant point of research access to the collection.

245 00 †a [PRC Tibetan Collection. †p Works of Liu Shao-h'i in Tibetan].

246 3‡ †a Works of Li'u-hra'o-chi

(Rules used: AACR2)

245 00 †a [Cowboy footage].

246 3‡ †a Red Raider at the roundup.

500 †‡ †a Variant title from donor inventory; also appears on an interior frame at 537 ft.

(Rules used: AMIM)

- 110 2# #a Bohemia (Kingdom)
 240 10 #a Laws, etc. (Guild statutes)
 245 10 #a [Bohemian guild statutes and regulations
 for the production of various
 commodities in the Kingdom of Bohemia :
 #b a collection of decrees of Empress
 Maria Theresa as Queen of Bohemia].
 246 3# #a Regulations for industry, trade, and
 commerce in the Kingdom of Bohemia
 (Rules used: AACR2)

g) 260 field: *Imprint*. All three elements of the imprint may be included in collection-level records if appropriate. In most cases, however, owing to the diversity of the material incorporated, only the date element (#c subfield) will be recorded. If the collection is finite, a single date or inclusive dates are used.

- 260 #b #c 1978.
 260 #b #c 1980-1984.
 260 #b #c 1780-1977, bulk 1890-1940.

If additional materials are expected to be added to the collection, inclusive dates based upon the materials initially cataloged are used in the imprint. If the collection is developed from a single item, an open date is used. The dates are enclosed in angle brackets.

- 260 #b #c <1966- >
 260 #b #c <1965-1973>

Field 260 is not generally used in records created according to *Archives, Personal Papers, and Manuscripts*. Instead, date information is recorded in subfield "f" (inclusive dates, *i.e.*, the time during which the entirety of the contents of the described record unit were created), or subfields "f" and "g" (bulk dates, *i.e.*, the time period during which the bulk of the described materials were created) in field 245.

- 245 00 #a Short-Harrison-Symes family papers,
 #f 1760-1878.
 245 00 #k Records, #f 1939-1973 #g 1965-1972.

The *Graphic Materials* manual employs field 260 to record date/publication information, but no brackets are used with collection-level records, since data are considered too diverse for transcription in collection-level descriptions.

h) 300 field: *Physical description*

1)) *Extent of item* (including specific material designation). The extent of the collection is given by counting the number of items it contains. A separate physical description statement is provided for each category of material (specific material designation).

- 300 #b #a 17 v.
 300 #b #a 90 sound recordings
 300 #b #a 28 computer files
 300 #b #a 37 photographic prints
 300 #b #a ca. 350 pieces

If it is expected that additional materials will be added to the collection, the extent is based upon the number of items initially cataloged. This number, followed by three spaces, is enclosed in angle brackets.

- 300 #b #a <17 > v.
 300 #b #a <36 > videocassettes
 300 #b #a <27 > maps
 300 #b #a <ca. 450 > broadsides

Angle-brackets are not used when following the rules in AMIM, APPM, and GIHC.

For current serial material cataloged as a collection, do not count items, and do not use empty angle brackets; give only the specific material designation, i.e., v.

2)) *Other physical details.* Information about specific details may be given according to the appropriate chapters in AACR2 and the specialized manuals. This need only be done if these are considered of particular significance to the collection.

3)) *Dimensions.* Size may not be an important element and its inclusion is, therefore, optional. If included, a range is to be given if the items in the collection are not of uniform size. If desired, the dimensions of containers may be given.

300 ♀♂ ♯a [...] ♯c 28 cm.
300 ♀♂ ♯a [...] ♯c 23-30 cm.
300 ♀♂ ♯a [...] ♯c 16 and 35 mm.
300 ♀♂ ♯a [...] ♯c 4 3/4 in.
300 ♀♂ ♯a [...] ♯c 10-12 in.
300 ♀♂ ♯a [...] ♯c 60 x 90 cm. or smaller
300 ♀♂ ♯a 20 pamphlets ; ♯c in box 12 x 26 x 35 cm.

i) *351 field: Organization and arrangement of materials.* Details about the organization and arrangement of a collection, such as the way in which materials are subdivided into smaller units, may be given in this field.

351 ♀♂ ♯a Organized in two LOTS: Portrait photographs of celebrities (LOT 12735), and American scenes (LOT 12736); ♯b 1,310 portraits arranged alphabetically by sitter; and 85 American scenes arranged by state with unidentified locales at the end.

j) *4XX fields: Series.* 4XX fields may be given when it is useful to trace a series, e.g., in cataloging a collection of maps. 4XX fields are not ordinarily needed for collections of monographic print (book) materials because printed (book) items in monographic series generally are not eligible for collection-level cataloging. See Originally acquired for item-level treatment, categories 2) - 4) for explanation.

k) *5XX fields: Notes.* In accordance with the rules provided in AACR2 and the specialized manuals, provide notes which are judged to be of importance to the collection being described. Special notes may relate to provenance, collection arrangements and complexities, restrictions and access, finding aids, scope, and content. Description of content is accomplished both through the use of notes, particularly the 505 contents note and the 520 summary note, (*q.v.*), and through the preparation of separate finding aids. Rules for constructing and sequencing such notes may be found in AACR2 and the specialized manuals. Additional examples and instructions for tagging these notes may be found in the *USMARC Format for Bibliographic Data*. Only those notes with a special relevance to CLC are listed in these guidelines. All are optional and catalogers should use judgment in determining their importance and applicability to specific collections.

1)) *505 field: Formatted contents note.* Formatted contents notes provide an ISBD-structured method of recording item-level information within a CLC record. Elements that may be incorporated into contents notes for CLC include author, title, edition, date of creation or publication, duration or extent of item, scale, etc. When materials lack a pre-existing arrangement and the cataloger has devised his/her own arrangements, he/she assigns a number to each item that is both recorded within square brackets ([]) in the contents note and written on each item. When additional materials are added to a collection, the cataloger extends the 505 note to incorporate the new materials. This approach is often used for collections of printed materials, e.g., books, pamphlets, etc. For collections of materials that lack routine bibliographic indicia, the more narrative 520 summary note may be preferred (*q.v.*).

505 0ø †a [1] Il fascismo e l'Italia : pagine scelte dalle opere / di Benito Mussolini (2. ed. 1932) — [2] Uno e molti : interpretazioni spirituali di Mussolini / Asvero Gravelli (1938) — [3] Mussolini [...].

505 0ø †a [1] Belehr- und Anweisung, wie sich die Flussieder im Königreiche Böhme bey Verfertigung der Potasche zu verhalten haben, damit ein reines und ... taugliches Guth erzeiget werde (17--) — [2] Artikel für die Schön- und Schwarzfärbergesellen (1773) — [3] Neue Bruderschaftsordnung für die bürgerlichen Gold-, Silber- und Galanteriearbeiter (1776) — [4] Artikel für die bürgerlichen Feilhauermeister (1778) — [5] Artikel für die Tuch- und Kotzenmachergesellen (1778) — [6] Artikel für die bürgerlichen Zinnglessermeister (1778) — [7] Artikel für die Tuchscherergesellen (1780).

The quantity and type of data elements included in formatted contents notes for specialized media are specified in their respective manuals. For example, in cataloging sound recordings, the manufacturer's number may be used as a volume number.

505 1ø †a ACD-002. Chön Yöng-nok 1 — ACD-005. Kim Chöng-ho — ACD-006. Cho Yöng-nam — ACD-008. '86-'87 MBC Campus Song Festival — ACD-021. Cho Tök-bae.

For large collections, extensive contents notes may sometimes be required. In such cases, it is wise wherever possible to record items in some recognizable order, such as alphabetically by title, or chronologically by date of creation/publication. Owing to system limitations, multiple 505 fields are required for large collections. As a general rule, each 505 field should extend no further than 15-20 lines, e.g.,

505 0ø †a [1] Fest-Schrift zum 50-jährigen Jubiläum des Gesangvereins "Frohsinn," Hamburgo Velho, Rio Grande do Sul, Brasil : 1888 - 1938 — [...] [9] Cueste lo que cueste : se terminará la construcción del palacio de los trabadores —

505 8ø †a [10] Dos discursos de Juan Marinello al servicio de la causa popular — [11] Italia y Cuba / Fernando Ortiz (1917) — [12] [...].

System limitations also require that no more than five 505 fields may appear in a single record. If the collection requires more than five 505 notes, separate bibliographic records must be created. This may be accomplished by further refining the nature of the collection by dividing it into parts that can each be represented in a single record (e.g., from "pamphlets concerning tobacco consumption" to "pamphlets encouraging smoking" and "pamphlets discouraging smoking"), or simply by representing the collection in more than one bibliographic record. (See Cataloging divided into more than one record.)

- 245 00 †a [Women's rights pamphlets. †n Record 1 of 2].
- 505 0‡ †a [1] The enfranchisement of women, an ancient right, a modern need: a paper / read by Mrs. McIlquham. Rev. and enl. ed. (1891) — [2] Minutes of the Jubilee Convention (1869-1919) of the National American Woman Suffrage Association — [...].
- 245 00 †a [Women's rights pamphlets. †n Record 2 of 2].
- 505 0‡ †a [51] How Mississippi laws discriminate against women / National Woman's Party — [...] [100] Women's wages today : one reason for a legal minimum in New York State / Consumers' League of New York State and Consumers' League of the City of New York.

When adding volumes to collection level records for printed materials, such as books and pamphlets, that either lack or have unnumbered contents notes, create an incomplete contents note for the added materials. Begin the numbering in this note with the next number higher than that previously listed in field 300†a.

- 245 00 †a [Cree language publications].
- 300 ‡‡ †a <11 > v. : †b ill. ; †c 12-22 cm.
(as existed in record prior to change)
- 505 2‡ †a The pilgrim's progress / by John Bunyan — A collection of hymns translated into the dialect of the Cree Indians of Western Hudson's Bay, Northern Manitoba, and Saskatchewan — Ayamihe-Masinahikane e nehiyawastek — Wi-sah-ke-chah-and the closing-eyes dance.
- 505 1‡ †a [12] The eagle and bobcat dances — [...].

2)) 506 field: *Restrictions on access.* When access to a collection or a portion thereof is restricted, construct a 506 note to explain the nature and extent of the restrictions. For restrictions upon copying and use of all or portions of collections, see field 540.

- 506 ‡‡ †3 All materials except videocassettes †a Restricted.
- 506 ‡‡ †a Restricted access; †c Written permission required; †b Donor.
- 506 ‡‡ †a Restricted; cannot be audited until 2050; †d Members of donor's family.
- 506 ‡‡ †a Restricted: Material extremely fragile; †c Access by appointment only.

3)) 520 field: *Summary, etc.* Summary notes may be used either in addition to or as a replacement for a 505 contents note. Summary notes are narrative, free-text form, and are normally used to provide information about the scope and contents of collections. Types of information to be recorded in summary notes may include: types and forms of materials, their arrangement, dates of subject coverage, and the most significant topics, persons, places, or events. Frequently, summary notes replace 505 contents notes when a decision has been made to prepare separate finding aids for specific collections. Reasons for such a decision include the large size or complexity of hierarchical relationships within a given collection.

- 520 ¶¶ †a Letter books and ledgers of Alexander GUSDORF and his brother, Gerson GUSDORF, who ran a general store in Taos, N.M.
- 520 ¶¶ †a Miscellaneous cartographic records with an emphasis on biogeography of the United States and Alaska, 1872-1941. Includes published and photoprocessed maps of Alaska and coastal waters, 1888-90, many of which were compiled from surveys made on the "Albatross"; maps, 1908-19, annotated by the Alaskan Fisheries Division [...].
- 520 ¶¶ †a Most of the fraktur, a form of Pennsylvania German folk art, are printed or manuscript birth and baptismal certificates (Taufscheine), with watercolor decoration. The manuscript fraktur also include several writing samples (Vorschriften); two valentines; drawings of various flowers, birds, animals, houses, a farm, and Dauphin County Prison in Harrisburg, Pa.; biblical scenes; and other designs. Among the printed fraktur are numerous views of Adam and Eve in paradise [...]. Of special interest is the Life and Ages of Man print. There is also an apparently unrelated Italian print, La Via del Paradiso, acquired with the fraktur.
- 520 ¶¶ †a Correspondence, diaries (1914-1953), articles, speeches, lectures, clippings, scrapbooks, printed matter, photographs, memorabilia, and organizational records relating to Sanger's extensive activities on behalf of birth control in the U.S. and throughout the world [...].

If a finding aid is available, a note to that effect should appear either in field 555 (q.v.) or, if preferred, in a 500 general note.

4)) 524 field: *Preferred citation of described materials.* This note field is used to provide a specific format preferred by the custodian or donor for citing the collection being described.

- 524 ¶¶ †a Smithsonian Archives Record Unit 54, Joseph Henry Collection, 1808, 1825-1878, Box 1, Folder 6, Item 3.
- 524 ¶¶ †a Department of Public Instruction. Division of Management, Planning and Federal Services. Public School Enrollment, 1974-1975. Computer file.

5)) 540 field: *Terms governing use and reproduction.* In contrast to the 506 field, which is used to describe restrictions on access, this field explains restrictions on the further use of materials within the collection once access has been granted. Included are restrictions on reproducing, exhibiting, quoting, etc.

- 540 ¶¶ †a Restricted; information about rights of reproduction available at Reference Desk.

540 00 †3 Transcripts †a Photocopying prohibited;
†d donor.

6)) 541 field: *Immediate source of acquisition.* This field may be used to record the immediate source from which the collection was acquired by the Library.

541 00 †c Exchange; †a Auburn University; †d 1954.

541 00 †d Received: 5/22/89; †3 master copy; †c gift; †a Mrs. James Hickey.

7)) 544 field: *Location of associated archival materials.* This field may be used to provide the name and address of institutions holding materials bearing a significant relationship to the materials being described.

It may also indicate additional Library of Congress locations for special format materials forming part of the collection but transferred to the custody of the specific division responsible for that format.

544 00 †d Sigmund Freud papers; †e Also located at; †a Sigmund Freud Home; †a London; †c United Kingdom.

544 00 †d Sound and video recordings †e transferred to †a Library of Congress Motion Picture, Broadcasting, and Recorded Sound Division.

8)) 545 field: *Biographical or historical note.* This field may be used to provide biographical information about an individual or historical information about an institution or event used as the 1XX or 245 main entry for the collection.

100 10 †a Van Vechten, Carl, †d 1880-1964, †e photographer.

545 00 †a Primarily known as a music and dance critic and novelist, Van Vechten gained a reputation as a theatrical and society photographer. Many of the sitters were acquaintances of Van Vechten; he photographed them in his studio, in private sittings, and also at social gatherings.

9)) 555 field: *Cumulative index/finding aids note.* This field may be used to specify the existence of a separate finding aid which has been created for the collection. Finding aids may be defined as any descriptive media — electronic or manual — that provide intellectual or administrative control over elements within collections. Separate finding aids are commonly used for collections whose contents are extensive, and/or whose internal relationships are highly complex. This note most commonly appears on CLC records in conjunction with 520 Summary notes (*q.v.*).

555 00 †a Title listing in Asian Division card catalog.

555 00 †a Card files (on approx. 187,000 cards and 5,339 rolls of microfilm); †c Item-level control.

555 80 †a Inventory in Geography & Map Division Reading Room.

10)) 561 field: *Provenance note.* This field may be used to provide any relevant history concerning the materials described in the collection from the time of their creation up until the time of their accessioning. Note that the immediate source of

the Library's acquisition of the materials is recorded in field 541 (q.v.).

561 \emptyset \dagger a On permanent loan from the collection of J. Paul Getty.

11)) 580 field: *Linking entry complexity note*. This field contains a note that identifies a complex relationship between the materials described in the record and other items which cannot be adequately generated from the linking entry fields.

580 \emptyset \dagger a Forms part of the Margaret Mead Collection.

12)) 583 field: *Action note*. This field contains copy-specific information about processing and reference actions, such as solicitation to acquire material, date of last correspondence, tracking preservation activities, discarding, etc.

583 \emptyset \dagger a Preserve; \dagger b PA-601; \dagger c 1983/12/04.

583 \emptyset \dagger a Fumigate; \dagger n 37 \dagger o archive boxes; \dagger b b79-54; \dagger c 1979/06; \dagger 5 DLC

583 \emptyset \dagger 3 Item numbers 10, 14, & 22 \dagger a removed; \dagger 1 cataloged separately; \dagger c 7/95.

1) 6XX fields: *Subject headings*. The assigned subject headings serve as a primary means of access to materials of all kinds that are described in collection-level records. For content and subject description, see 505 field and 520 field above; for additional content access, see also 7XX fields below.

Types of subject headings assigned include topical, personal, geographic, corporate, etc. Headings from the Library's automated name and subject authority files are used in conjunction with *Subject Cataloging Manual: Subject Headings*. The Prints and Photographs Division uses a specialized thesaurus: *Thesaurus for Graphic Materials (TGM)*.

Assigned subject headings should be as specific as the collection warrants. The applicability of terms referring to only portions of the collections may be specified in subfield 3, e.g.,

650 \emptyset 0 \dagger a Kathak (Dance) \dagger 3 videocassettes only

There is no limit to the number of subject headings that may be assigned, but, in the cases of collections constructed for reasons of economy in processing, a reasonable limitation should be observed.

Uncontrolled subject terms (field 653) may be used to provide supplementary subject access, following the guidelines stated in *Subject Cataloging Manual: Subject Headings*, H160.

245 00 \dagger a [Marcian F. Rossi collection].

600 10 \dagger a Polo, Marco, \dagger d 1254-1323? \dagger x Journeys
 \dagger x Maps.

650 \emptyset 0 \dagger a World maps \dagger y 14th century.

245 00 \dagger a [Italian Communist Party pamphlets].

610 20 \dagger a Partito comunista italiano.

651 \emptyset 0 \dagger a Italy \dagger x Politics and government \dagger y 20th century.

245 00 \dagger a American theater programs of the late 19th and 20th centuries.

650 \emptyset 0 \dagger a Theater programs \dagger z United States \dagger x Specimens.

650 \emptyset 0 \dagger a Theater \dagger z United States \dagger x History \dagger x Sources.

- 100 1# #a Elliott, Harrison, #d 1879-1954, #e collector.
- 245 00 #a Paper specimens, personal papers, and research material relating to the history of papermaking.
- 653 ## #a Papermaking molds.

m) *7XX fields: Added entry headings.* The number and extent of added entry headings depends upon their usefulness for access. Accordingly, decisions for these entries may be made separately for each collection, and practices may vary widely. Types of added entries considered useful for various types of materials include: author/title analytics, government bodies or individual sovereigns (e.g., as authors of laws, etc.), creators of collections, names of collections, etc. The special format manuals may also provide guidance for catalogers.

If an added entry heading is not represented in the Library's catalog, the AACR2 form of the name is constructed and used. An authority record must be created where needed to break conflicts, to trace a needed cross reference in a particular circumstance, or where the heading is needed for a related work added entry, and no bibliographic record for the item exists in the machine catalog.

In cases where persons or corporate bodies are both the author or issuing body and the subject of a collection, the subject entry (6XX) may offer sufficient access to a collection. When it is judged that access through an added entry (7XX) would also be useful, one may be given.

n) *852 field: Location.* This field may be used to provide the name and address of the institution and sub-unit holding the collection being cataloged.

852 ## #a Library of Congress #b Prints and Photographs Division #e Washington, D.C. 20540-4840 USA #n dcu

852 ## #a Library of Congress #b Manuscript Division #e Washington (D.C.)

o) *856 field: Electronic location and access.* This field may be used to specify the location or means of access to electronic finding aids prepared for the collection or portions thereof.

856 7# #3 finding aid #d f# #n Library of Congress, Washington, D.C. #2 file

p) *050 field: Call number*

1)) *Individual area studies and special format divisions.* The call number for collections in the custody of individual area studies and special format divisions will be constructed according to guidelines provided by the relevant division.

050 00 #a Collection-Level Cataloging #u <LL RBR--KJP5007.97.A28>

050 00 #a Orien-China-Collections-[sequential number]

050 00 #a Text 1945-1-80 #u <Orien Japan Cage>

050 00 #a G3701.P3 coll #b .A5 #u Amer RR

050 00 #a LOT 12263 #u <P&P>

2)) *Classified collections.* The call number for collections that are shelved with the classified collections is assigned according to existing practice.

3)) *Boxed materials serviced by Collections Management Division*

Certain materials not in the Area Studies Collections divisions are shelved separately from the regular classified collections and are specially serviced by the Collections Management Division. Construct the shelf numbers for these materials as follows:

050 00 †a Collection-Level Cataloging †u <Coll
Mgmt--JS206.Y63>
050 00 †a Collection-Level Cataloging †u <Coll
Mgmt--DT658.22>
050 00 †a Collection-Level Cataloging †u <Coll
Mgmt--BX7433>
also 050 00 †a Lesser-Known Languages †u <Coll Mgmt--
Manam>

Each class number should be unique. If a class number is used more than once, make each subsequent use unique by adding a work letter to the end of it. Work letters are lower case alphabetic symbols, a, b, c, etc.

050 00 †a Collection-Level Cataloging †u <Coll
Mgmt--N6988>
245 00 †a [Russian exhibit catalogs, 1991-1994].
050 00 †a Collection-Level Cataloging †u <Coll
Mgmt--N6988a>
245 00 †a [Russian exhibit catalogs, 1995-1998].

To determine whether or not a class number is unique, perform an ONUM search on subfield "u" of field 050. Searches should be structured to include all letters and numbers but to exclude all spaces and marks of punctuation.

onum CollMgmtN6988
onum CollMgmtN6988a, etc.

When assigning a work letter to a class number, assign the next unused single letter.

050 00 †a Collection-Level Cataloging †u <Coll
Mgmt--BF1074g>
050 00 †a Collection-Level Cataloging †u <Coll
Mgmt--BF1074h>

If all single work letters have been used, add double letters to the class number in subfield "u".

050 00 †a Collection-Level Cataloging †u <Coll
Mgmt--GV950aa>
050 00 †a Collection-Level Cataloging †u <Coll
Mgmt--GV950ab>

q) *082 field: Dewey decimal number.* Dewey decimal numbers are not assigned for collection-level records.

r) *043 field: Geographic area code.* Assign geographic area codes according to existing practice.

s) *Fixed fields.* Listed below are the fixed fields particularly relevant to collection-level cataloging. Other fixed fields are coded following standard practice.

1) *Leader/17: Encoding level.* This fixed field should contain the value 7, indicating "minimal level cataloging." Value 8, indicating "full-level cataloging," is also an option for certain types of materials, e.g., manuscripts and still images.

2) *008/35-37: Language.* The language or the primary language of the collection is given. If no language is primary, give the language that files first in English alphabetic order.

3) *008/06: Type of date.* Collection-level alternatives are: i (inclusive dates of collection), k (range of years of bulk of collection), and m (multiple dates).

4)) 008/07-10: *Date 1*. The earliest date, or a single or first date in the imprint, is given.

5)) 008/11-14: *Date 2*. The latest date, or second date in the imprint, is given. If the imprint contains a single date but 008/06 is value m, the collection being cataloged is "open," i.e., not yet complete, and 9999 is given in 008/11-14.

6)) 008/15: *Country of publication*. If all the items were published in a single country (or state, province, etc.) the code for that country is given. If the items were published in more than a single country, the code *vpb* is given. If all items are unpublished the code *xxb* is given.

7)) *Leader/07: Bibliographic level*. This fixed field must contain the value *c* for collection-level.

5) *Cataloging Divided Into More Than One Record*. Once the decision has been made to divide the cataloging for a collection into more than one record or that there is a need for an additional record (see 505 field above), use the following guidelines. Fields for which no special multiple-record instructions are required are not listed here; use the guidelines under Elements above. Except as noted below for 245 (Title), 300 (Physical description), a special 500 note related to the multiple record condition, and 505 (Contents note), the data elements in each record are the same, as they would be were a single record used. When creating additional records or adding items to collections, modify existing records according to the same guidelines.

a) *245 field: Title*. Follow the guidelines in 245 field above but indicate in the title in an $\dagger n$ subfield that the collection is being represented in more than one record. The clearest means of doing this is to indicate the specific number of the record of the total number of records as in "Record 1 of 2" to ensure that viewers of the record know that the collection is represented in more than one record.

record 1: 245 10 $\dagger a$ [Papacy ca. 1600. $\dagger n$ Record 1 of 2 : $\dagger b$ a made-up collection of documents / $\dagger c$ issued by Innocent IX, Gregory XIV, or Clement VIII as administrative heads of the Catholic Church and of the Papal States].

record 2: 245 10 $\dagger a$ [Papacy ca. 1600. $\dagger n$ Record 2 of 2 : $\dagger b$ a made-up collection of documents / $\dagger c$ issued by Innocent IX, Gregory XIV, or Clement VIII as administrative heads of the Catholic Church and of the Papal States].

If additions are anticipated, record the total number of records in angle brackets ("Record 1 of <2 > : ... ") according to standard practice.

b) *260 field: Imprint*. If no additions are anticipated and the records are closed, give the same 260 field in each record.

record 1: 260 $\dagger b$ $\dagger a$ [Rome], $\dagger c$ 1591-1596.

record 2: 260 $\dagger b$ $\dagger a$ [Rome], $\dagger c$ 1591-1596.

If additions are anticipated, leave the records open, give the same 260 field in each record but use angle brackets in the date subfields according to standard practice to indicate that additions are anticipated.

record 1: 260 $\dagger b$ $\dagger a$ [Rome], $\dagger c$ 1591-<1596 >

record 2: 260 $\dagger b$ $\dagger a$ [Rome], $\dagger c$ 1591-<1596 >

c) *300 field: Physical description*. Indicate in the extent statement in the $\dagger a$ subfield of each record the number of items represented in the record out of the total

number of items in the collection, using terminology appropriate to the material being described.

record 1: 300 # # # # a Items 1-40 of 80 in 1 bound volume ; # c 31 cm.

record 2: 300 # # # # a Items 41-80 of 80 in 1 bound volume ; # c 31 cm.

If the last record is being left open for additions, use angle brackets in each of the records accordingly.

record 1: 300 # # # # a Items 1-40 of <80 > ; # c 31 cm.

record 2: 300 # # # # a Items 41-<80 > of <80 > ; # c 31 cm.

d) *5XX fields: Notes.* With the exception of the 505 contents note, give the same 5XX fields in each record. In addition, indicate in a note in each record that the entity being cataloged is represented by more than one record and state the control numbers of the other records involved. Formulate the note to reflect the situation at hand, e.g.,

record 1: 500 # # # # a The contents below list the first forty items in the volume; the last forty are listed in LC bibliographic record 97-124700.

record 2: 500 # # # # a The contents below list the last forty items in the volume; the first forty are listed in LC bibliographic record 97-123256.

e) *505 field: Contents note.* Numbering within contents notes should be consecutive from one record to another.

record 1: 505 0 # # # # a [1] The enfranchisement of women, an ancient right a modern need : a paper / read by Mrs. McIlquham. Rev. and enl. ed. (1891) — [2] Minutes of the Jubilee Convention (1869-1919) of the National American Woman Suffrage Association — [...].

record 2: 505 0 # # # # a [51] How Mississippi laws discriminate against women / National Woman's Party — [...] [100] Women's wages today : one reason for a legal minimum in New York State / Consumers' League of New York State and Consumers' League of the City of New York.

If additions are anticipated, set indicator 1 to value "1" (Incomplete contents) in each contents note until the record is completed.

LESSER-KNOWN LANGUAGE MATERIALS

1) *Definition.* The Library has developed special collections of materials commonly known as "lesser-known language materials." These materials are generally pamphlets and small monographs, often children's stories or religious materials, that are collected as examples of the indigenous languages of Latin America, Africa, and Papua-New Guinea primarily. It is important to distinguish materials in these languages destined for item-level cataloging from those to be added to "lesser-known language" collection-level cataloging records. Materials that are not appropriate for collection-level

cataloging include

dictionaries
grammars
readers
phrase books

developed by the Summer School of Linguistics (Instituto Linguistico de Verano) and similar bodies. Item-level cataloging treatment should also be accorded to materials with parallel indigenous and Spanish (or other known language) titles on the title page with text chiefly in Spanish (or the known language). Note that materials should not be accorded collection-level treatment simply because the Library lacks staff with the relevant language expertise to catalog these pieces.

2) *Procedures*. Lesser-known language materials should be processed and cataloged according to the provisions above. Additional special procedures are below.

a) Material may be identified as "lesser-known language"/collection-level cataloging (LKL/CLC) material at any time from initial bibliographic control through cataloging. Do not make in process records for such materials. If there is an existing in process record, cancel it, and record the cancelled LCCN in field 010 subfield z of the collection-level record.

b) Do any necessary subject research, authority work, and record maintenance. When changing a language name, correct the 245 and 650 fields of LKL/CLC records, but do not change the 050 field.

c) When in doubt about language authority work, forward pieces to the appropriate language specialists.

DEMOCRATIC REPUBLIC OF THE CONGO; HONG KONG

As a result of the change of name of Zaire to Democratic Republic of the Congo, the former heading for this country (Congo (Democratic Republic)) has been reinstated as the heading for the current jurisdiction. Revisions to the name authority records for local places within the country will be done as needed.

With Hong Kong reverting to China, a new heading has been created (Hong Kong (China)).

In descriptive cataloging practice, all former and current headings are valid, depending upon the usage in the item being cataloged.

The heading Zaire is no longer to be used in subject cataloging. Following the principle of assigning only the latest name of a jurisdiction as a subject, only the form Congo (Democratic Republic) should be used both as a subject heading and as a geographic subdivision.

Also, the heading Hong Kong is no longer to be used in subject cataloging. The heading Hong Kong (China) should now be used. As a geographic subdivision Hong Kong is divided through China.

Cleanup of the subject authority file, bibliographic database, and subject cataloging documentation will follow, as will instructions on the treatment of these places in the *Library of Congress Classification* schedules.

There is no change in the MARC country code for Democratic Republic of the Congo (cg). The MARC country code for Hong Kong (hk) is no longer valid and will be deleted from the code list. The appropriate fixed field in bibliographic records should now be coded for China (cc).

The geographic area code (GAC) for Congo (Democratic Republic) will remain the same. However, the Library of Congress is developing a new GAC for Hong Kong (China). This will be announced later.

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. Lines in the margins (|) of revised interpretations indicate where changes have occurred.

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1.7B2. LANGUAGE OF THE ITEM AND/OR TRANSLATION OR ADAPTATION.
[Rev.]

General Application

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

If the language of the item is not clear from the transcription of the title data, make a note naming the language unless the language of the item has been named after the uniform title used as or in conjunction with the main entry. Use "and" in all cases to link two languages (or the final two when more than two are named). If more than one language is named, give the predominant language first if readily apparent; name the other languages in alphabetical order. If a predominant language is not apparent, name the languages in alphabetical order.

- 546 00 #a Articles chiefly in French; one article each in English and Italian.
546 00 #a Arabic and English.
546 00 #a Text in Coptic and French; notes in French.

Special Application

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

1) the item is in one or more of the following languages: Amharic, Georgian, Ottoman Turkish, a non-Slavic language of Central Asia written in the Cyrillic alphabet;

2) the item is in a language indigenous to one or more of the following countries: Afghanistan, Bangladesh, Bhutan, Brunei, Burma, Cambodia, India, Indonesia (other than Indonesian), Laos, Malaysia, Nepal, Pakistan, Philippines, Singapore, Sri Lanka, Thailand, and Tibet;

3) the item is in a language indigenous to Africa and is in a roman script;

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

- 546 00 #a In Konkani #b (Kannada script).
546 00 #a In Konkani #b (Devanagari).

- 546 00 #a In Serbo-Croatian #b (roman).
546 00 #a In Serbo-Croatian #b (Cyrillic).

- 546 00 #a In Syriac #b (Nestorian).
546 00 #a In Syriac #b (Estrangelo).
546 00 #a In Syriac #b (Jacobite).

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

- 546 ꞤꞤ Ꞥa In Panjabi.
(For a publication using the Gurmukhi script)
- but 546 ꞤꞤ Ꞥa In Panjabi Ꞥb (Devanagari).
- 546 ꞤꞤ Ꞥa In Sanskrit.
(For a publication using the Devanagari script)
- but 546 ꞤꞤ Ꞥa In Sanskrit Ꞥb (Grantha).
- 546 ꞤꞤ Ꞥa In Sindhi.
(For a publication using the Persian script)
- but 546 ꞤꞤ Ꞥa In Sindhi Ꞥb (Gurmukhi).
- 546 ꞤꞤ Ꞥa In Azerbaijani.
(For a publication using the Cyrillic script)
- but 546 ꞤꞤ Ꞥa In Azerbaijani Ꞥb (Arabic script).
546 ꞤꞤ Ꞥa In Azerbaijani Ꞥb (roman).
- 546 ꞤꞤ Ꞥa In Church Slavic.
(For a publication using the Cyrillic script)
- but 546 ꞤꞤ Ꞥa In Church Slavic Ꞥb (Glagolitic).
(For a publication using the Glagolitic script)

Note that more information may be added to language and script notes whenever the case warrants it.

- 546 ꞤꞤ Ꞥa English and Sanskrit Ꞥb (Sanskrit in roman and Devanagari).
- 546 ꞤꞤ Ꞥa Hebrew, Akkadian (romanized), and German.
(note: the term "romanized" is not subfielded because subfield "a" is not repeatable)

Form of Language

When naming a language in a note, base the name on the form found in the current edition of *USMARC Code List for Languages* (and the updates published in *Cataloging Service Bulletin*). Note the following when using the USMARC code list:

Use the name found in boldface type (e.g., "Frisian," not "Friesian").

Use the name for a specific language rather than the name of a language group (e.g., use "Bunun," not "Austronesian (Other)"). (Language groups are indicated by the term "languages" or by the qualifier "(Other).")

Do not include in the name parenthetical dates that appear with the name (e.g., use "Béarnais," not "Béarnais (post-1500)").

Retain other parenthetical qualifiers that appear with the name (e.g., "Afrihili (Artificial language)"; "Luo (Kenya and Tanzania)"). For Serbo-Croatian, use "Serbo-Croatian (Cyrillic)" or "Serbo-Croatian (roman)."

For the early form of a modern language that is found in an inverted form, use the early form in direct order in the note (e.g., for "French, Old (ca. 842-1400)," use "Old French").

Greek

For the USMARC code list forms "Attic Greek," "Greek, Ancient," and "Greek, Modern," use "Greek."

Exception: If the item is a translation from one specific Greek form into another Greek form, or contains text in two specific forms, and a note naming the language is appropriate, use the specific form(s) in the note. In specifying the form of the Greek, use one of the following terms:

- "Ancient Greek" for the period before 300 B.C.
"Hellenistic Greek" for the period 300 B.C.-A.D. 600

"Biblical Greek" for the *Septuagint* and the *New Testament*
"Medieval Greek" for the period 600-1453
"Modern Greek" for the period 1453-

Languages That Omit Vowels

When a chief source in a nonroman script is vocalized or partially vocalized and this fact is significant, make one of the following notes as appropriate:

500 00 †a Title page vocalized.

500 00 †a Title page partially vocalized.

Translation Note

For translations, generally omit the note giving the original title if the original title is used in the uniform title main entry or used in the uniform title under a personal or corporate main entry.

21.2C. SERIALS. [Rev.]

Fluctuating Titles of Serials (Including Numbered Monographic Series)

If a serial has two or more titles that are used on different issues according to a regular pattern, or if the language of the title varies according to the language of the text of the issue, choose as the title proper the title given on the earliest issue. In a serial bibliographic record, give the other title as a variant title with an explanation of the title fluctuation. In a series authority record, give the other title in a see reference justified by a note or by a citation.

serial bibliographic record

245 00 †a SPUR report

246 00 †i Issues devoted to a single topic have
title: †a SPUR report

246 10 †i Issues devoted to current events have
title: †a SPUR news

serial bibliographic record

245 00 †a [Title in English]

246 10 †i Issues in German have title: †a [Title in
German]

246 10 †i Issues in French have title: †a [Title in
French]

series authority record

130 00 †a [Title in English]

430 00 †a [Title in German]

430 00 †a [Title in French]

667 †a Issues in German have title: [Title in
German]; issues in French have title:
[Title in French]

or 670 †a _____ †b [location] ([Title in
German])

670 †a _____ †b [location] ([Title in
French])

Use the same technique in other cases when a serial title fluctuates. However, in other cases usually confine it to situations in which 1) it seems clear that the publisher did not intend to change the title, or 2) most issues carry one title, but one or a few issues (either randomly spaced or in sequence) have another title. (Determine that the number of issues are "few" by comparing the number of issues with the other title with the total number of issues published.)

serial bibliographic record

130 0# #a Report (_____)
245 00 #a Report
246 1# #i Some issues have title: #a Research report

series authority record

130 #0 #a Report (_____)
430 #0 #a Research report (_____)
667 #a Some issues have title: Research report
or 670 #a _____ #b [location] (Research
report)

Situations Not Considered Title Changes

- 1) *Titles in more than one language or script.*
 - a) Do not consider a title proper (as selected from the earliest issue) to have changed
 - i) if the titles are in a different order on later issues; or
 - ii) if later issues have a title in a language or script that didn't appear on the earliest issue.
 - b) However, consider the title proper to have changed if there is evidence that the publisher intentionally changed the title. Such evidence may include, for example, a statement by the publisher or a new ISSN printed on the publication.
- 2) *Unnumbered series.* Since the titles of unnumbered series in French, Italian, Portuguese, Spanish, and the Slavic languages indiscriminately omit/include an introductory word (such as "Série," "Collection," "Serii," "Edícia") followed by a noun or noun phrase, do not consider the title of such a series to have changed if the difference is the omission/inclusion of such an introductory word.
- 3) *Session laws of the U.S. states. LC/CONSER practice:* Do not treat as title changes the changes in titles of U.S. state session laws (cf. LCRI 25.15A1). Instead, include variant title added entries for those later titles.
- 4) *17th-19th Century U.S. almanacs. LC practice:* Generally, do not treat as title changes the random and frequent changes in titles of 17th-19th century U.S. almanacs. Instead, include variant title added entries for those titles.

21.30J. TITLES. [Rev.]

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Introduction

1) *Added entries for titles in the context of a machine-readable catalog.* The guidelines for providing added entries, including those for titles, are embodied in the cataloging rules (AACR2), the LCRIS, and any administrative decisions made locally by a particular library. These guidelines reflect the conditions under which the bibliographic infrastructure formally calls for "added" access. In a unit-card environment, such access required preparation and filing of an additional unit card for each "added" access (as well, of course, as added access that was "derived," e.g., from the title).

Within the machine-readable environment, the MARC format content designation conventions support the formal guidelines mentioned above. What is different about the machine-readable environment, however, is that "access" becomes a function of the particular system used in support of the machine-readable catalog, and that in turn reflects the decisions of the system designers. There is, then, embedded within a machine-readable bibliographic record, not only the access called for by AACR2, as reflected in the content designation, but also the access designed into the system. For example, AACR2 may suggest no title added entry is needed in a specific situation. The mechanism used in this case is indicator position 1 of the 245 field containing the value "0" (No title added entry). However, a particular system may have been designed to index all 245 fields in all cases. Thus title access is provided in spite of the setting of the indicator value otherwise. Nevertheless, the guidelines in this LCRI on title added entries reflect and amplify those called for in AACR2 only; they do not take into account the kinds of access that any one system may (or may not) provide.

2) *Controlled/uncontrolled.* Added entries may be "controlled" or "uncontrolled." "Controlled" means that the data constituting the added entry are in the form that has been determined to be used in formally referring to an entity according to AACR2 and LCRIS. It is the "established" or "catalog-entry" form for the "name" of an entity, including a work. When it is determined that an entity is primarily responsible for the creation/emanation of a work, the controlled form for an entry for the work is a name/title combination. Otherwise, it is the title itself in the form that is determined to be used in the catalog ("uniform title heading"). Controlled added entries for works are stated in MARC in fields 700, 710-711 (name/title combinations) and 730 (uniform title heading).

The found form of a title, a form appearing on an item and limited to the title itself, divorced from any entity that may be primarily responsible for the work, is an

"uncontrolled" form. It has not gone through the formal process of being established (catalog-entry form undetermined, although in some cases the controlled and uncontrolled forms might turn out to be one and the same). The focus of this LCRI is on providing added entries for titles in an uncontrolled form ("title added entry"). The LCRI states the various guidelines relating to title added entries. It begins with a description of the data constituting them and the mechanics of stating them in a machine-readable bibliographic record. These aspects are described first so that the examples used in subsequent sections of the LCRI will be understandable. Next is the basic guideline for title added entries for titles proper followed by guidelines related to permutations of titles proper. A section on items without collective title is followed by one on the guidelines related to other titles borne by an item. The LCRI concludes with sections on two special issues.

Data Constituting Title Added Entries/Means of Carrying Them in MARC Record

There are three ways to accommodate title added entries in the MARC record:

- 1) deriving a title added entry from the title—245 field (Title statement);
- 2) deriving a title added entry from a varying form of a title that is explicitly recorded in a field defined for that purpose—246 field (Varying form of title);
- 3) recording a title added entry for a related/analytical title in a field defined for that purpose—740 field (Added entry — uncontrolled related/analytical title).

Prior to February 1995, all title added entries in records for monographs not derived from the 245 field were recorded in a 740 field (then named Added entry — variant title).

1) *Title added entry derived from 245 field.* A title added entry is derived from the 245 title field on the basis of indicator position 1 (use value "1" (Title added entry)). The data constituting such a derived added entry are those of the †a (Title), †n (Number of part/section of a work), and †p (Name of a part/section of a work) subfields as appropriate. In most cases a derived added entry equates to the title proper. Except for alternative titles and parts/designations of parts, the extent of a derived added entry is governed by the first mark of prescribed punctuation in the 245 field. When the added entry desired does not equate to the †a, †n, or †p subfields of the 245 field as appropriate, it is necessary to use the 246 field for the added entry.

Retain initial articles and record an appropriate value in the non-filing indicator (indicator position 2). Use value "0" when an article is to be filed on as follows:

a) the title begins with an article that appears as part of a personal, geographic, or corporate name and is retained in such a name according to LCRI 22.4, LCRI 23.2, or AACR2 rule 24.5A;

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

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

Include in the added entry for a title proper alternative titles and parts or designations of parts (and see also the subsection 7) *Portion of title proper* below under the separate section "Guidelines for Making Title Added Entries for Permutations Related to Titles Proper").

For items without a collective title, the added entry derived from field 245 equates to the title of the first work; see below the separate section "Items Without Collective Title."

2) *Title added entry derived from 246 field.* The implementation in February 1995 of changes related to format integration introduced a major change in the mechanism used for providing title added entries for varying forms of titles in machine-readable bibliographic records for monographs. Whereas previously all title added entries for varying forms of title had been recorded in a 740 field (with statements about such titles recorded in 500 note fields), the 246 field now carries most varying forms of title (for an exception, see below subsection 2) *Title access to independent titles* under the section

"Items Without Collective Title"). Title added entries can be derived from this field based on the value in indicator position 1. Values in this indicator position provide for various combinations of data, including information that was previously conveyed in multiple fields (500/740).

Indicator position 1 (Note controller/title added entry) contains values that make it possible to generate notes/derive title added entries as follows:

<i>Ind. 1</i>	<i>Condition the value indicates</i>
0	Generate a note but not a title added entry
1	Generate a note and also a title added entry
2	Do not generate a note or a title added entry
3	Do not generate a note but do generate a title added entry

Indicator position 2 (Type of title) contains values that make it possible to generate display constants describing the type of title data recorded in the 246 field as follows:

<i>Ind. 2</i>	<i>Condition</i>	<i>Display constant the value indicates</i>
0	No information provided (<i>LC practice:</i> The LC MUMS system represents the 0 in this indicator position as a hyphen)	[no display constant]
1	Portion of title	[no display constant]
2	Parallel title	[no display constant]
3	Distinctive title (<i>LC practice:</i> Do not use this value for monographs)	[Distinctive title]
4	Other title (<i>LC practice:</i> Do not use this value for monographs)	[Other title]
5	Cover title	[Cover title]
6	Added title page title	[Added title page title]
7	Caption title	[Caption title]
8	Running title	[Running title]
	Spine title	[Spine title]

If the source of the varying title recorded in a 246 field is not one of those represented by values 4-8, the source may be explicitly recorded in an $\neq i$ subfield that precedes the title data:

246 10 $\neq i$ Source as supplied by cataloger: $\neq a$ Varying form of title

Note the following input conventions used with the 246 field:

- position the 246 field(s) following the 245 field;
- do not end the field with a mark of punctuation unless it is part of the data (e.g., an abbreviation);
- do not record an initial article unless the intent is to file on it;
- add a colon at the end of the cataloger-supplied text recorded in an $\neq i$ subfield;
- LC practice:* use three blank spaces for incomplete volume designation;
- LC practice for input order:*

Input first

those 246 fields relating to the 245 field as identified by second indicator values 0, 1, and 0, generally in that order, which reflects found form followed by any alternate form

followed by any others in the order judged best.

3) *Title added entry recorded in 740 field.* As the result of format integration, the 740 field was redefined to be limited to added entry access for the uncontrolled form of two kinds of titles:

- uncontrolled analytical added entries for titles of independent works

contained within the item;

- b) uncontrolled added entries for titles of related works external to the item.
(*LC practice*: do not apply except in some of the cataloging of collections of special materials; use 700-730 controlled form according to AACR2)

Do not record an initial article unless the intent is to file on it. End the field with a mark of punctuation.

Note that the redefined 740 uncontrolled "analytical" added entry does not replace the 700-730 controlled analytical added entry (name/title or title) for the independent work called for by AACR2.

Basic Guideline for Making Title Added Entries for Titles Proper

Follow the provision of the rule to:

Make an added entry under the title proper of every item entered under a personal heading, a corporate heading, or a uniform title unless

- a) the title proper is essentially the same as the main entry heading or a reference to that heading

(*LC practice*: make the added entry even if the heading or a reference to that heading represents a personal or corporate name)

- or b) the title proper has been composed by the cataloger

(*LC practice*: do not make the added entry except in some of the cataloging of collections of special materials)

- or c) in a catalogue in which name-title and subject entries are interfiled, the title proper is identical to a subject heading assigned to the work or a direct reference to that subject heading

(*LC practice*: make the added entry)

- or d) a conventionalized uniform title has been used as the uniform title for a musical work (see 25.25-25.35).

(*LC practice*: make the added entry unless the title proper is not sufficiently distinctive by itself to be a useful access point (e.g., Piano music; Symphony no. 3 in F major))

LC/CONSER practice: Do not make a title added entry for a serial title consisting of no more than the English words "Annual report."

Guidelines for Making Title Added Entries for Permutations Related to Titles Proper

1) *General*. The guidelines in the following subsections represent an attempt to standardize, to a certain extent, practice in giving additional title added entries. They address title added entries for alternate forms (e.g., spelled-out form of an abbreviation, a number as a word) as well as other issues such as the treatment of alternative titles, corrected titles, items with collective titles. They are not meant to be an exhaustive treatment. Apply cataloger's judgment to situations not addressed here. When in doubt, be liberal in making additional title added entries. Note, however, when a single title exhibits several of the above conditions, it is not necessary to make all the possible added entries; instead, limit the additional added entries to those judged to be most useful.

245 10 #a XX centuries & Mt. St. Helens ...
246 3# #a 20 centuries and Mount Saint Helens
246 3# #a Twenty centuries and Mount Saint Helens

2) *Alternate forms*

a) *Abbreviations*. When an abbreviation occurs as one of the first five words filed on in a title proper, make a 246-derived title added entry substituting the corresponding spelled-out form of the abbreviation if it is thought that some catalog users might reasonably

expect that the form was spelled out in the source.

245 10 †a Messrs. Ives of Bridgeport ...

246 3‡ †a Messieurs Ives of Bridgeport

245 10 †a Mt. St. Helens ...

246 3‡ †a Mount Saint Helens ...

245 10 †a St. Louis blues ...

246 3‡ †a Saint Louis blues ...

but

245 10 †a M'Liss and Louie ...

(Spelled out form of abbreviation unknown)

b) *Ampersand*. When an ampersand (or other symbol, e.g., +, representing the word "and") occurs as one of the first five words filed on in a title proper, make a 246-derived title added entry substituting the word "and" in the language of the title.

245 10 †a A & B roads & motorways atlas of Great Britain ...

246 3‡ †a A and B roads and motorways atlas of Great Britain

c) *Letters and initialisms (including acronyms)*. When a series of letters or an initialism occurs as one of the first five words filed on in a title proper, apply the following:

1) *With separating punctuation*.¹ If the transcription shows separating punctuation, make a 246-derived title added entry in the form without any separating punctuation if it is thought that some catalog users might expect that the letters would be recorded in that form in the source.

245 10 †a A.-G. Chemie ...

246 3‡ †a AG Chemie

245 14 †a The A-B-C-D of successful college writing

...

246 3‡ †a ABCD of successful college writing

2) *Without spacing or separating punctuation*. If the transcription does not show spacing or separating punctuation, normally do not make a 246-derived title added entry with spacing or separating punctuation.

d) *Numbers*. When a number occurs as one of the first five words filed on in a title proper, make a 246-derived title added entry as follows:

(1) *Arabic numbers (excluding dates)*. Make a 246-derived title added entry substituting the corresponding spelled-out form of the number in the language of the title proper if it is thought that some users of the catalog might reasonably expect that the form was spelled out in words in the source. In spelling out numbers in English, follow the style indicated in *The Chicago Manual of Style*, University of Chicago Press. For other languages, follow the preferred style of the language.

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

(An exceptional form provided because of its frequent use.)

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

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

(An exceptional form provided because of its frequent use.)

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

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

¹Separating punctuation in LC's system includes the hyphen (-), period (.), and slash (/).

- 245 14 †a The 1-2-3 guide to libraries ...
 246 3‡ †a One-two-three guide to libraries
- 245 10 †a 1 and 2 Thessalonians ...
 246 3‡ †a First and Second Thessalonians
- 245 10 †a 1a Mostra Toscana/scultura ...
 246 3‡ †a Prima Mostra Toscana/scultura
- 245 10 †a 3 point 2 and what goes with it ...
 246 3‡ †a 3.2 and what goes with it
 246 3‡ †a Three point two and what goes with it
- 245 14 †a The 3.2 beer law ...
 246 3‡ †a Three-point-two beer law
- 245 10 †a 3:10 to Yuma ...
 246 3‡ †a Three ten to Yuma
- 245 10 †a 27 wagons full of cotton ...
 246 3‡ †a Twenty-seven wagons full of cotton
- but*
- 245 10 †a A4D desert speed run ...
- 245 10 †a 1/3 of an inch of French bread ...
- 245 10 †a 1/10th fours of 48 hours ...
- 245 10 †a 2° minute talk treasury ...
- 245 10 †a .300 Vickers machine gun mechanism made
 easy ...
- 245 10 †a 003° ...
- 245 10 †a 3.1416 and all that ...
- 245 14 †a The 5"/38 gun ...

(2) Dates

(a) *Dates representing a single year or span of years.* Do not make a 246-derived title added entry substituting the corresponding spelled-out form for dates written in arabic numerals representing a single year or a span of years. (*Exceptionally*, make such a 246-derived title added entry when it is the custom in a particular language, e.g., Chinese, to expect access through the written-out form of a date.) If, however, such dates are written in roman numerals, make a 246-derived title added entry substituting arabic numerals for the roman numerals.

- 245 10 †a 1915 : †b revue de guerre en deux actes ...
 245 10 †a 1945-1975 Italia ...

(b) *Other dates.* If dates other than those representing a single year or a span of years are written in roman numerals, make a 246-derived title added entry substituting arabic numerals for the roman numerals. Make a 246-derived title added entry substituting the corresponding spelled-out form if it is thought that some users of the catalog might reasonably expect that the form was spelled out in words in the source. Make this judgment regardless of whether the numerals in the source are arabic or roman.

- 245 14 †a The XXth century citizen's atlas of the
 world ...
 246 3‡ †a 20th century citizen's atlas of the
 world
 246 3‡ †a Twentieth century citizen's atlas of the
 world

- 245 13 †a Le XVIIe & XVIIIe siècles ...
 246 3‡ †a 17. et 18. siècles
 246 3‡ †a Dix-septième et dix-huitième siècles
- 245 10 †a Australian painting, XIX and XX centuries ...
 246 3‡ †a Australian painting, 19th and 20th centuries
 246 3‡ †a Australian painting, nineteenth and twentieth centuries
- 245 10 †a XX. századi művészet ...
 246 3‡ †a 20. századi művészet
 246 3‡ †a Huszadik századi művészet
- 245 10 †a Arabskie dokumenty IX-XX vv. : †b Katalog ...
 246 3‡ †a Arabskie dokumenty 9.-20. vv.
 245 3‡ †a Arabskie dokumenty deviatogo-dvadsatogo vv.

(3) *Roman numerals (excluding dates)*. Make a 246-derived title added entry substituting arabic numerals for the roman numerals. Make an additional 246-derived title added entry substituting the spelled-out form of the number in the language of the title proper if it is thought that some users of the catalog might reasonably expect that the form was spelled out in the source.

- 245 10 †a World War II small arms ...
 246 3‡ †a World War 2 small arms
 246 3‡ †a World War Two small arms
- 245 10 †a Title XX comprehensive annual services plan ...
 246 3‡ †a Title 20 comprehensive annual services plan
 246 3‡ †a Title twenty comprehensive annual services plan
- 245 10 †a XXV s'ezd KPSS i problemy ideologicheskoi bor'by ...
 246 3‡ †a 25. s'ezd KPSS i problemy ideologicheskoi bor'by v stranakh Azii i Afriki
 246 3‡ †a Dvadsat' piatyi s'ezd KPSS i problemy ideologicheskoi bor'by v stranakh Azii i Afriki

but

- 245 10 †a Neotropical Microlepidoptera XIX ...
 246 3‡ †a Neotropical Microlepidoptera 19
 (No derived added entry from spelled-out form)

(4) *Spelled-out form*. Make a 246-derived title added entry substituting an arabic numeral for the spelled-out form if it is thought that some users of the catalog might reasonably expect that was the form in the source.

- 245 14 †a The road of a thousand wonders ...
 246 3‡ †a Road of 1000 wonders
- 245 12 †a A thousand and one facts about Soviet Estonia ...
 246 3‡ †a 1001 facts about Soviet Estonia
- 245 10 †a Eighty blocks from Tiffany's ...
 246 3‡ †a 80 blocks from Tiffany's
- but* 245 10 †a Two years before the mast ...

e) *Signs and symbols.* When a sign or symbol occurs as one or in one of the first five words filed on in a title proper, make a 246-derived title added entry substituting the name or a written form for the corresponding sign or symbol if this can be done concisely and if it is thought that some users of the catalog might reasonably expect that the sign/symbol would be recorded in that form in the source.

- 245 10 †a Transforming #1 ...
246 3‡ †a Transforming number one
- 245 10 †a 100% cooperation with the United States ...
246 3‡ †a One hundred percent cooperation with the United States
- 245 14 †a The \$2 window on Wall Street ...
246 3‡ †a Two dollar window on Wall Street
- 245 10 †a Poe[try] : †b a simple introduction ...
246 3‡ †a Poe
246 30 †a Simple introduction to experimental poetry
500 †‡ †a On t.p. "[try]" appears as an illustration of a tree.

but

- 245 10 †a Tables of the error function and its derivative, [reproduction of equations for the functions] ...

f) *Other.* If a title proper contains data within the first five words filed on for which there could be an alternate form that would be filed differently, make a 246-derived title added entry under that form if it is thought that some users of the catalog might reasonably expect that form to be given in the source.

- 245 10 †a Actfive and other poems ...
246 3‡ †a Act five and other poems

3) *Alternative titles.* See the subsection 7) *Portion of title proper* below.

4) *Corrected titles proper* (cf. 1.0F1). (For corrected titles other than titles proper, see subsection 10) under "Guidelines for Making Title Added Entries for Other Titles Borne by an Item" below.) In encountering titles proper that contain an incorrect form of some kind, insure that there is title access through both the incorrect and the corrected forms.

a) *Titles corrected by "[i.e. ...]" and "[sic]."* *LC practice:* In LC's system data in brackets preceded by "i.e." and the word "[sic]" enclosed in brackets are ignored in filing arrangements and are omitted from title search (compression) keys. Therefore, when either the "[i.e. ...]" or "[sic]" technique is used, make two title added entries, a 245-derived one for the title proper and a 246-derived one for the title in its correct[ed] form.

- 245 14 †a The Paul Anthony Buck [i.e. Brick] lectures ...
246 3‡ †a Paul Anthony Brick lectures
- 245 14 †a The wolrd [sic] of television ...
246 3‡ †a World of television

b) *Titles corrected by bracketing missing letters.* *LC practice:* If the title proper has been corrected by supplying in brackets a missing letter or letters, make two title added entries, a 245-derived one for the title proper containing the letter or letters supplied in brackets and a 246-derived one for the title as it appears in the source.

- 245 10 †a One day's d[u]ty ...
246 3‡ †a One day's dty

5) *Items with a collective title. LC practice:* If an item containing more than one work has a collective title, make a 245-derived title added entry only for the collective title.

6) *Items without a collective title.* See below the separate section "Items Without Collective Title."

7) *Portion of title proper*

a) *Alternative title.* For titles proper that contain an "alternative title," insure title access as follows:

- 1) to the complete title proper (245-derived title added entry);
- 2) to the first part of the title proper up to the word "or" or its equivalent in another language (246-derived title added entry);
- 3) to the part following the word "or" or its equivalent in another language (246-derived title added entry).

100 1# †a Hoffmann, Heinrich, †d 1809-1894.
240 10 †a Struwelpeter. †l English
245 10 †a Slovenly Peter, or, Cheerful stories and
funny pictures for good little folks.
246 30 †a Slovenly Peter
246 30 †a Cheerful stories and funny pictures for
good little folks

b) *Part or designation of part.* If the title proper contains a part or a designation of a part or both, make a 246-derived title added entry (usually for the part) when it is judged intelligible enough to be a likely candidate for access.

245 04 †a The sophisticated traveler. †p Winter,
love it or leave it / †c edited by A.M.
Rosenthal ...
246 30 †a Winter, love it or leave it

c) *Partial title.* Make a 246-derived title added entry for a portion of a title proper when it is judged that some users would consider the portion as the title proper.

100 1# †a Byrne, Robert, †d 1928-
245 14 †a The New York times book of great chess
victories and defeats / †c Robert Byrne.
246 30 †a Book of great chess victories and defeats
246 30 †a Great chess victories and defeats

This is often the case with art books whose title transcription begins with the artist's name; many users might perceive that name as a statement of responsibility rather than a title.

245 10 †a Paul Jenkins, anatomy of a cloud ...
246 30 †a Anatomy of a cloud

d) *Statement of responsibility.* When a title proper begins with a separable statement of responsibility, make a 246-derived title added entry for the title without the initial statement of responsibility. Note that this applies regardless of whether a uniform title has been assigned the work or not, since the function of providing access through a varying form of title is separate and distinct from the function of collocation provided through a uniform title.

100 1# †a Shakespeare, William, †d 1564-1616.
240 10 †a Midsummer night's dream
245 10 †a Shakespeare's A midsummer night's dream ...
246 30 †a Midsummer night's dream

8) *Uniform title. LC practice:* Do not make title added entries for uniform titles. There may, however, be instances in which a title added entry is the same as the uniform

title (e.g., cf. subsection 7) d) immediately above).

Items Without Collective Title

1) *Change in AACR2/content designation.* For items without a collective title, *Amendments 1993 to the Anglo-American Cataloguing Rules* changed the placement of the general material designation ("GMD"), which in turn changed the manner of providing title access in such cases. The GMD now follows the first title transcribed instead of the last. That change stimulated a change in the content designation for items without a collective title: the second title immediately adjacent to the first is now treated as "remainder of title" (subfield †b). This change, effective 1994, applies in all cases even when a GMD is not being assigned to the item.

With GMD

pre-1994 policy

245 10 †a Title A ; Title B ; Title C †h [GMD] /
†c statement of responsibility

1994- policy

245 10 †a Title A †h [GMD] ; †b Title B ; Title C
/ †c statement of responsibility

Without GMD

pre-1994 policy

245 10 †a Title A ; Title B / †c statement of
responsibility

1994- policy

245 10 †a Title A ; †b Title B / †c statement of
responsibility

This change in content designation meant some changes in the existing policy on providing access to the titles being recorded in the title and statement of responsibility area, since the titles immediately following the first are no longer included in the same subfield as the first (subfield †a). Subfield †a now ends before any other data element that follows the first title (the GMD, the second title, the first parallel title, the first other title information, the first statement of responsibility).

2) *Title access to independent titles.* Make a title added entry for each title being recorded if there are two or three titles. Usually make a 245-derived title added entry for the first. The second and third titles must be provided for explicitly by using the redefined 740 field (Added entry — Uncontrolled related/analytical title) and recording value "2" in the second indicator position (Analytical entry). (Cf. the examples in 3) *Title access to 245 title string* immediately below). If there are four or more titles being recorded, make a 245-derived title added entry only for the first.

NOTE: record in a 246 field varying forms of an independent title occurring in a 245 †a subfield; record in a 740 field varying forms of an independent title occurring elsewhere (cf. the second example in subsection 3) *Title access to 245 title string* below).

3) *Title access to 245 title string.* *LC practice:* Make a title added entry for the complement of titles immediately adjacent to one another appearing at the beginning of the title and statement of responsibility area and treated as a unit. Provide this added entry explicitly by using a 246 3 $\frac{1}{2}$ field and recording the titles without the GMD but with the prescribed punctuation used in the title and statement of responsibility area. This added entry makes the data available in the same form as they were prior to the change in the GMD position and insures that there is no loss to those systems that heretofore may have made use of the data in this form for some kind of access.

- 100 1p †a Berkeley, George, †d 1685-1753.
- 240 10 †a Treatise concerning the principles of human knowledge
- 245 10 †a Principles of human knowledge ; †b and, Three dialogues / †c edited with introduction by Howard Robinson.
- 246 3p †a Principles of human knowledge ; and, Three dialogues
- 700 12 †a Berkeley, George, †d 1685-1753. †t Three dialogues.
- 740 02 †a Three dialogues.

- 100 0p †a Bede, †c the Venerable, Saint, †d 673-735.
- 240 10 †a Selections. †l English. †f 1994
- 245 14 †a The ecclesiastical history of the English people ; †b The greater chronicle ; Bede's letter to Egbert / †c Bede ; edited by ...
- 246 3p †a Ecclesiastical history of the English people ; The greater chronicle ; Bede's letter to Egbert
- 740 02 †a Greater chronicle.
- 740 02 †a Bede's letter to Egbert.
- 740 02 †a Letter to Egbert.

4) *Models illustrating title access.* The following models illustrate the various conditions of title access that may occur for items without a collective title. These models are **LIMITED** to showing the various patterns that may occur. They do **NOT** include any controlled forms of added entries, e.g., controlled analytic added entries, that might also be appropriate.

- 245 10 †a Title A †h [GMD] ; †b Title B / †c statement of responsibility.
- 246 3p †a Title A ; Title B
- 740 02 †a Title B.

- 245 10 †a Title A ; †b Title B / †c statement of responsibility.
- 246 3p †a Title A ; Title B
- 740 02 †a Title B.

- 245 10 †a Title A †h [GMD]. †b Title B.
- 246 3p †a Title A. Title B
- 740 02 †a Title B.

- 245 10 †a Title A. †b Title B.
- 246 3p †a Title A. Title B
- 740 02 †a Title B.

- 245 10 †a Title A †h [GMD] ; †b Title B ; Title C / †c statement of responsibility.
- 246 3p †a Title A ; Title B ; Title C
- 740 02 †a Title B.
- 740 02 †a Title C.

- 245 10 †a Title A ; †b Title B ; Title C / †c statement of responsibility.
- 246 3p †a Title A ; Title B ; Title C
- 740 02 †a Title B.
- 740 02 †a Title C.

- 245 10 #a Title A #h [GMD]. #b Title B : other title information. Title C.
 246 3# #a Title A. Title B
 740 02 #a Title B.
 740 02 #a Title C.
- 245 10 #a Title A. #b Title B : other title information. Title C.
 246 3# #a Title A. Title B
 740 02 #a Title B.
 740 02 #a Title C.
- 245 10 #a Title A #h [GMD] / #c statement of responsibility. Title B / statement of responsibility.
 740 02 #a Title B.
- 245 10 #a Title A / #c statement of responsibility. Title B / statement of responsibility.
 740 02 #a Title B.
- 245 10 #a Title A #h [GMD] : #b other title information / #c statement of responsibility. Title B : other title information / statement of responsibility.
 740 02 #a Title B.
- 245 10 #a Title A : #b other title information / #c statement of responsibility. Title B : other title information / statement of responsibility.
 740 02 #a Title B.
- 245 10 #a Title A #h [GMD] = #b Parallel title A / statement of responsibility. Title B = Parallel title B / statement of responsibility.
 246 31 #a Parallel title A
 740 02 #a Title B.
 740 02 #a Parallel title B.
- 245 10 #a Title A = #b Parallel title A / #c statement of responsibility. Title B = Parallel title B / statement of responsibility.
 246 31 #a Parallel title A
 740 02 #a Title B.
 740 02 #a Parallel title B.
- 245 10 #a Title A #h [GMD] = #b Parallel title A ; Title B = Parallel title B / #c statement of responsibility.
 246 31 #a Parallel title A
 740 02 #a Title B.
 740 02 #a Parallel title B.
- 245 10 #a Title A = #b Parallel title A ; Title B = Parallel title B / #c statement of responsibility.
 246 31 #a Parallel title A
 740 02 #a Title B.
 740 02 #a Parallel title B.

245 10 †a Title A †h [GMD] : †b other title information ; Title B : other title information / †c statement of responsibility.

740 02 †a Title B.

245 10 †a Title A : †b other title information ; Title B : other title information / †c statement of responsibility.

740 02 †a Title B.

Guidelines for Making Title Added Entries for Other Titles Borne by an Item

1) *246 indicators.* For ease of reference, the values of the indicator positions of the 246 field are repeated here. For more complete information, see above the subsection 2) *Title added entry derived from 246 field* under the section "Data Constituting Title Added Entries/Mean of Carrying Them in the MARC Record."

Ind. 1 Condition the value indicates

- | | |
|---|--|
| 0 | Generate a note but not a title added entry |
| 1 | Generate a note and also a title added entry |
| 2 | Do not generate a note or a title added entry |
| 3 | Do not generate a note but do generate a title added entry |

Ind. 2 Condition Display constant the value indicates

- | | |
|---|--|
| ‡ | No information provided [no display constant]
(<i>LC practice:</i> The LC MUMS system represents the ‡ in this indicator position as a hyphen) |
| 0 | Portion of title [no display constant] |
| 1 | Parallel title [no display constant] |
| 2 | Distinctive title [Distinctive title]
(<i>LC practice:</i> Do not use this value for monographs) |
| 3 | Other title [Other title]
(<i>LC practice:</i> Do not use this value for monographs) |
| 4 | Cover title [Cover title] |
| 5 | Added title page title [Added title page title] |
| 6 | Caption title [Caption title] |
| 7 | Running title [Running title] |
| 8 | Spine title [Spine title] |

If the source of the varying title recorded in a 246 field is not one of those represented by values 4-8, the source may be explicitly recorded in an †i subfield that precedes the title data:

246 1‡ †i Source as supplied by cataloger: †a Varying form of title

2) *Scope.* The guidelines in the following subsections represent an attempt to standardize, to a certain extent, practice in giving additional title added entries. They address varying forms of title other than those related to the title proper. They are not meant to be an exhaustive treatment. Apply cataloger's judgment to situations not addressed here. When a single title exhibits several conditions, limit the additional title added entries to those judged to be most useful.

a) *General guideline.* Make 246-derived title added entries more or less automatically for cover titles, parallel titles, and added title page titles when they are significantly different from the title proper (*cf.* 21.2A1). *LC practice:* Be more restrictive about caption titles, half titles, running titles, and other title information. Generally, make added entries for these only if one of the following is true:

- 1) the work was also published under the title;
- 2) the work is cited in reference sources under the title;

3) the title is given such prominence by typography or by other means that it is reasonable to assume that the publication may be known by it or that persons examining the item might think that it is the main title of the publication.

b) *Source vs. type.* In the 246 field, the categories for types of titles expressed by the second indicator are not mutually exclusive. *LC practice:* In general, for titles from sources other than 245, for monographs, prefer to give the source using either one of the following second indicator values for source

- 4 Cover title
- 5 Added title page title
- 6 Caption title
- 7 Running title
- 8 Spine title

or subfield \neq i

- 245 10 \neq a Title of work ...
- 246 1 \neq \neq i Title from colophon: \neq a Varying form of title

- 245 10 \neq a Title of work ...
- 246 1 \neq \neq i Title on container: \neq a Parallel title on container

instead of stating the "nature" of the title itself, e.g.,

- 1 Parallel title
- 2 Distinctive title
- 3 Other title

Thus, for a title from a source other than 245 that is also a particular kind of title, e.g., a parallel title, prefer its source over the fact that it is a parallel title:

- 245 10 \neq a Title of work ...
- 246 14 \neq a Parallel title from cover

This does not preclude, however, also stating the "nature" of the title in subfield \neq i when judged appropriate:

- 245 10 \neq a Title of work ...
- 246 0 \neq \neq i Subtitle on jacket: \neq a Varying form of title that is subtitle on jacket

3) *Alternate forms.* *LC practice:* With respect to making 246-derived title added entries for alternate forms (cf. subsection 2) *Alternate forms* under "Guidelines for Making Title Added Entries for Permutations Related to Titles Proper" above), use judgment on a case-by-case basis. If in doubt, do not make a 246-derived title added entry for a "variant of a variant."

4) *Accompanying material.* Treat the title of an accompanying item as an independent title of a work contained within the item. Provide a title added entry using field 740 with indicator values 02. In general, provide title access through varying forms of the title of an accompanying item in those cases judged to provide useful access, using the 740 02 field also as the means of stating any varying forms of independent titles.

- 245 00 \neq a OSHA plan writer \neq h [computer file] ...
- 300 \neq \neq \neq a 1 computer disk ; \neq c 5 1/4 in. + \neq e 1 manual (1 v.) ...
- 500 \neq \neq \neq a Title on manual: Dr. Young's OSHA plan writer.
- 740 02 \neq a Dr. Young's OSHA plan writer.

5) *Added title page title*

- 100 1# #a Abbott, R.
- 245 14 #a The supply of liner shipping to Canada / #b R. Abbott, Z. Mockus, N. Farinaccio.
- 246 15 #a Offre de transport maritime de ligne régulière au Canada

6) *At head of title.* When title data appear at head of title, use a 246 field.

- 110 1# #a Colorado. #b Office of State Auditor.
- 245 10 #a Highway users tax fund performance audit.
- 246 1# #i At head of title: #a Report of the State Auditor

When data other than title data appear at head of title that are to be combined with the title proper in an added entry, record the "at head of title" data in a 500 note, and provide the title added entry through a 246 3# field:

- 110 2# #a Rand McNally and Company.
- 245 10 #a Chicago & vicinity 6 county StreetFinder / #c Rand McNally ...
- 246 3# #a Chicago and vicinity six county StreetFinder
- 246 3# #a Rand McNally, Chicago Tribune, Chicago & vicinity 6 county StreetFinder
- 500 ## #a At head of cover title: Rand McNally, Chicago Tribune.

7) *Binder's title.* If a binder's title varies significantly from the title proper (cf. 21.2A1), record the title in 246 1#.

- 100 1# #a Shaver, John I.
- 245 10 #a Mixed Commission on British and American Claims, John I. Shaver vs. United States, no. 51 : #b brief for claim.
- 246 1# #i Binder's title: #a Shaver vs. United States

LC practice: 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), record only the note and not the added entry. In such a case, make the note a copy-specific one (LCRI 1.7B20), e.g., 590 "LC copy has binder's title: ..." In case of doubt, do not assume that the item was bound only for LC.

8) *Caption title*

- 100 1# #a Ettling, E. #q (Emile)
- 245 10 #a Suite de valse sur l'opéra L'Africaine de Meyerbeer / #c E. Ettling.
- 246 16 #a Africaine

9) *Colophon title*

- 100 1# #a Melit'auri, K.
- 245 10 #a Varžia ...
- 246 1# #i Title in colophon: #a Vardzia
- 100 1# #a Teng, Hsiao-p'ing, #d 1904-
- 240 10 #a Selections. #f 1983
- 245 10 #a Teng Hsiao-p'ing wen hsüan, 1975-1982 nien ...
- 246 1# #i Colophon title also in pinyin: #a Deng Xiaoping wenxuan

10) *Corrected titles other than title proper.* (For corrected titles proper see subsection 4) *Corrected titles proper* (cf. 1.0F1) above under "Guidelines for Making Title

Added Entries for Permutations Related to Titles Proper.") In encountering titles other than title proper that contain an incorrect form of some kind, use judgment to determine when to give access to incorrect and/or corrected forms.

a) *Titles corrected by "[i.e. ...]" and "[sic]."* LC practice: In LC's system data in brackets preceded by "i.e." and the word "[sic]" enclosed in brackets are ignored in filing arrangements and are omitted from title search (compression) keys. Therefore, bear this in mind when providing title access in cases in which either the "[i.e. ...]" or "[sic]" technique is used.

- 245 10 †a Etude cartographique [sic] de la structure économique et démographique [sic] de l'Europe occidentale = †b Kleiner Atlas der oekonomischen und demografischen Struktur von West Europa = Cartografic [sic] study on the economic and demographic [sic] structure of western Europe.
- 246 31 †a Kleiner Atlas der oekonomischen und demografischen Struktur von West Europa
- 246 31 †a Cartografic [sic] study on the economic and demographic [sic] structure of western Europe
- 246 3‡ †a Etude cartographique de la structure économique et démographique de l'Europe occidentale
- 246 3‡ †a Cartographic study on the economic and demographic structure of western Europe

b) *Titles corrected by bracketing missing letters.* LC practice: If the varying title has been corrected by supplying in brackets a missing letter or letters, make two 246-derived title added entries, one for the form containing the letter or letters supplied in brackets and one for the form as it appears in the source.

- 245 10 †a Title of work ...
- 246 14 †a Varying ti[t]le on cover corrected in square brackets
- 246 3‡ †a Incorrect form of varying tile
- 245 10 †a Title of work ...
- 246 1‡ †i Source of varying title: †a Varying ti[t]le corrected in square brackets
- 246 3‡ †a Incorrect form of varying tile

11) Cover title

- 111 2‡ †a SPWD-NABARD Seminar on Economics of Wastelands Development †d (1984 : †c Suraj Kund, India)
- 245 10 †a SPWD-NABARD Seminar on Economics of Wastelands Development : †b proceedings of the seminar held at Suraj Kund on March 8th, 9th, 10th 1984 / †c sponsored by National Bank for Agriculture and Rural Development ; editor, Kamal Sharma.
- 246 14 †a Economics of wastelands development

12) Distinctive title. LC practice: Do not use for monographs.

13) Half title

- 111 2‡ †a Bruckner-Symposion : †n (8th : †d 1986 : †c Linz, Austria)
- 245 10 †a Bruckner Symposion ...
- 246 1‡ †i Half title: †a Bruckner-Symposion Linz 1986

14) *No title added entry derived from varying form of title data recorded.* There may be occasions when the information in a varying form of title is judged useful in aiding identification or showing the nature/scope of a work, but an added entry is judged not to be needed.

- 245 03 †a La fabbrica eterna / †c [coordinamento del
Convegno e del volume, Ernesto Brivio].
246 0‡ †i Subtitle on jacket: †a Cultura, logica
strutturale, conservazione delle cattedrali
gotiche

15) *Other title.* This category is available as a general kind of source not otherwise specified by another value in the second indicator position of 246. *LC practice:* Do not use for monographs; use subfield †i to state the specific location.

- 245 00 †a Ammunition.
246 13 †a UAW ammunition
(The publication is a serial)

16) *Other title information from 245*

- 111 2‡ †a Bruckner-Symposion : †n (8th : †d 1986 :
†c Linz, Austria)
245 10 †a Bruckner Symposion : †b Bruckner, Liszt,
Mahler und die Moderne, im Rahmen des
Internationalen Brucknerfestes Linz 1986,
17.-21. September 1986 : Bericht ...
246 30 †a Bruckner, Liszt, Mahler und die Moderne

17) *Parallel titles.* If a title in another language appears prominently on the publication, make a 246-derived title 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.)

In the 246 field, the categories for types of titles expressed by the second indicator are not mutually exclusive. *LC practice:* In general, for titles from sources other than 245, prefer, for monographs, to give the source (using either one of the second indicator values for source exclusive of values "2-3") or subfield †i instead of stating the "nature" of the title itself. Thus for a title from a source other than 245 that is also a parallel title, prefer its source over the fact that it is a parallel title.

a) *Parallel title from 245*

- 100 1‡ †a Mossolow, N.
245 14 †a Die Geschichte von Namutoni =b Die
Verhaal van Namutoni = The history of
Namutoni / †c N. Mossolow.
246 31 †a Verhaal van Namutoni
246 31 †a History of Namutoni

b) *Parallel title from other than 245.* Insure that the source is always stated.

(1) *Indicate source by indicator*

- 100 1‡ †a Abbott, R.
245 14 †a The supply of liner shipping to Canada /
†c by R. Abbott, Z. Mockus, N.
Farinaccio.
246 15 †a Offre de transport maritime de ligne
régulière au Canada

(2) *Indicate source by †i subfield*

- 100 1‡ †a Brander Jonsson, Hedvig, †d 1949-
245 10 †a Bild och fromhetsliv i 1800-talets
Sverige / †c Hedvig Brander Jonsson.
246 1‡ †i Parallel title on p. [4] of cover: †a
Picture and piety in 19th century Sweden

18) *Running title*

- 100 0# #a Gregory, #c of Nyssa, Saint, #d ca. 335-
ca. 394.
- 240 10 #a Commentarius in Canticum canticorum
- 245 10 #a Gregorii Nysseni In Canticum canticorum
...
- 246 17 #a Commentarius in Canticum canticorum
- 245 00 #a Bangladesh Education Extension Centre
bulletin.
- 246 17 #a B.E.E.C. bulletin

19) *Spine title*

- 100 1# #a Parmentier, Henri.
- 245 10 #a On vacation / #c [illustrations by Henri
Parmentier].
- 246 18 #a Animal pals on vacation

20) *Vols. [no.]-<[no.] > have title:*

- 245 00 #a Reactions and processes ...
- 246 1# #i Pt. H has title: #a Chemometrics in
environmental chemistry
- 100 1# #a Wood, Neil S.
- 245 10 #a Evolution of the pedal car and other
riding toys, with prices ...
- 246 1# #i Vols. 2-<4 > have title: #a Evolution
of the pedal car, with price guide

21) *Other source*

- 245 00 #a Recent developments in real property law
practice, 1984/1985 #h [sound
recording].
- 246 1# #i Title on container: #a Recent
developments in real property law
practice (spring 1985)

Title Changes Related to Monographs

1) *Subsequent editions.* *LC practice:* When the title or choice of entry, or both, changes between editions cataloged separately (LCRI 1.7A4), state the fact of the change in a 500 note and link the two editions by means of a 700-730 controlled related work added entry for the heading for the previous edition in the record for the edition being cataloged.

- 100 1# #a Surname, Forename.
- 245 10 #a Title of current edition ...
- 500 ## #a Earlier edition published under title:
Title of earlier edition.
- 700 1# #a Surname, Forename. #t Title of earlier
edition.

2) *Subsequent updates to publications that are looseleaf for updating.* *LC practice:* LC's practice with respect to looseleaf materials is stated in *Cataloging rules for the description of looseleaf publications* : with special emphasis on legal materials / by Adele Hallam. -- 2nd ed. -- Washington, D.C. : Office for Descriptive Cataloging Policy, 1989.

When the title on the replacement title page differs from earlier title(s) (rule 1B10 of the publication cited above), record the latest title in 245; state in a 500 note the previous title(s). Use 246 3# for the added entries.

- 245 10 †a Securities fraud & commodities fraud ...
- 246 3‡ †a Securities law, fraud--SEC rule 10b-5
- 246 3‡ †a Securities fraud and commodities fraud
- 500 †‡ †a Title history: Securities law, fraud--
SEC rule 10b-5 (1967-Oct.? 1979);
Securities fraud and commodities fraud
(1979-Dec. 1986).

- 245 10 †a Canada corporations law reporter ...
- 246 3‡ †a Dominion companies law reporter
- 500 †‡ †a Title history: Dominion companies law
reporter (1949?-1976).

Analysis by Notes (Component Parts of Publications, Including Those That Are Looseleaf for Updating)

LC practice: Section 11 of the *Cataloging Rules for the Description of Looseleaf Publications* cited in the subsection immediately above describes a variety of conditions and alternatives for treating component parts of publications, including those that are looseleaf for updating. Often, analysis by notes is the technique used. This may result in statements about the various component parts of publications, including those of looseleaf services, with reference to individual titles of these components. In general, such titles are treated as independent titles, and, since the material they represent is treated as part of the whole, the statements of particular situations are often a combination of 500 notes and title access provided through 740 02 fields. Some representative examples follow:

- 100 1‡ †a Wright, Benjamin, †d 1957-
- 245 14 †a The law of electronic commerce : †b EDI,
FAX, and E-mail : technology, proof, and
liability / †c Benjamin Wright.
- 500 †‡ †a "Special release: Chapter 21, Electronic
health care information : recordkeeping
and privacy aspects" (ix, 61 p.) issued
in 1993.
- 740 02 †a Electronic health care information.

- 110 1‡ †a Colorado.
- 240 10 †a Laws, etc. (Compiled statutes : 1988-)
- 245 10 †a West's Colorado revised statutes
annotated : †b under arrangement of the
Colorado revised statutes.
- 246 30 †a Colorado revised statutes annotated
- 500 †‡ †a Kept up to date by revised volumes,
interim annotation service, and West's
Colorado legislative service.
- 740 02 †a West's Colorado revised statutes
annotated. †p Interim annotation
service.
- 740 02 †a West's Colorado legislative service.

- 245 00 †a Multistate sales tax guide.
- 246 3‡ †a All-state sales tax reporter
- 500 †‡ †a Title history: All-state sales tax
reporter (1952-1992).
- 500 †‡ †a Forms now issued in separate unnumbered
volume (pbk. format): Sales and use tax
forms in current use.
- 740 02 †a Multistate sales tax guide. †p Sales and
use tax forms in current use.
- 740 02 †a Sales and use tax forms in current use.

The above examples are intended to give the flavor of the treatment of these materials. They in no way cover the many different kinds of situations that need to be treated, especially among law materials.

24.6. GOVERNMENTS. ADDITIONS. [Rev.]

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

151 ʘʘ †a Italy (Tex.)
151 ʘʘ †a Italy

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

151 ʘʘ †a North Carolina
not 151 ʘʘ †a North Carolina (Colony) *and* 151 ʘʘ †a North Carolina (State)

151 ʘʘ †a Texas
not 151 ʘʘ †a Texas (Republic) *and* 151 ʘʘ †a Texas (State)

151 ʘʘ †a Hawaii
not 151 ʘʘ †a Hawaii (Kingdom), 151 ʘʘ †a Hawaii (Republic), *and* 151 ʘʘ †a Hawaii (State)

151 ʘʘ †a India
not 151 ʘʘ †a India (Dominion) *and* 151 ʘʘ †a India (Republic)

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

151 ʘʘ †a Brabant (Belgium)
151 ʘʘ †a Brabant (Duchy)

151 ʘʘ †a Tuscany (Italy)
151 ʘʘ †a Tuscany (Grand Duchy)

151 ʘʘ †a Venice (Italy)
151 ʘʘ †a Venice (Republic)

151 ʘʘ †a Aragon (Spain)
151 ʘʘ †a Aragon (Kingdom)

If an entity that has been treated as an independent state (country) is absorbed into an existing state (country) and retains the same name as a part of the state into which it was absorbed or if a part of an existing country becomes an independent state and retains the same name, create a heading for the new entity and retain the heading for the former entity.

existing heading: 151 ʘʘ †a Hong Kong
(*reverted to China on July 1, 1997*)

additional heading: 151 ʘʘ †a Hong Kong (China)

existing heading: 151 ʘʘ †a Eritrea (Ethiopia)
(*declared independence on May 24, 1993*)

additional heading: 151 ʘʘ †a Eritrea

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

151 ʘʘ †a Malacca (Malacca)
151 ʘʘ †a Malacca (State)
not 151 ʘʘ †a Malacca

151 ~~¶~~ ~~¶~~ ~~¶~~ a New York (N.Y.)
151 ~~¶~~ ~~¶~~ ~~¶~~ a New York (State)
not 151 ~~¶~~ ~~¶~~ ~~¶~~ a New York

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

151 ~~¶~~ ~~¶~~ ~~¶~~ a Alberta (Va.)
151 ~~¶~~ ~~¶~~ ~~¶~~ a Alberta
not 151 ~~¶~~ ~~¶~~ ~~¶~~ a Alberta (Province)

151 ~~¶~~ ~~¶~~ ~~¶~~ a Victoria (Tex.)
151 ~~¶~~ ~~¶~~ ~~¶~~ a Victoria
not 151 ~~¶~~ ~~¶~~ ~~¶~~ a Victoria (State)

151 ~~¶~~ ~~¶~~ ~~¶~~ a Virginia (Minn.)
151 ~~¶~~ ~~¶~~ ~~¶~~ a Virginia
not 151 ~~¶~~ ~~¶~~ ~~¶~~ a Virginia (State)

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

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

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

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

151 ~~¶~~ ~~¶~~ ~~¶~~ a Pacific Islands (Trust Territory)
(The heading for Trust Territory of the Pacific Islands, which consists of the Caroline, Marshall, and Mariana Islands; without the qualifier the heading could refer to all the islands of the Pacific Ocean and, in fact, Pacific Islands is a reference to the subject heading Islands of the Pacific)

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

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

25.5B CONFLICT RESOLUTION. [Rev.]

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The first part of this LCRI addresses conflict resolution for serials (including numbered monographic series), for unnumbered series, and for multipart items. See the section "Computer file serials" below for specific guidelines about that category. Also, see the section "Monographs" below for guidelines about the use of qualifiers for single-volume monographs. This part of the LCRI represents *LC/CONSER/NACO practice*.

Note: Indicators are not given in the examples when the heading could be used in either an authority or a bibliographic record because the indicators in authority and bibliographic records are not the same for the 130 field. In the serials/series part of the LCRI, the lines in margins are used to indicate changes in policy or new information; margin lines are not used to indicate revised wording.

General

- 1) *The "catalog" when testing for conflict.* When searching the catalog to determine if a uniform title is needed for a serial/series or multipart item, define the "catalog" as the file against which the searching and cataloging is being done. In addition, catalogers (including LC overseas offices' catalogers and NACO participants) may take into account *any* serial/series or multipart item with the same title of which they know, whether or not it is in the catalog.

2) Eligible title fields for conflict

a) Take into account the title proper of a serial/series/multipart item; such a title proper can be found in the 245, 247, 4XX, 730, 760-787, 8XX fields of bibliographic records and the 1XX field of series authority records (SARS).

b) Do not take into account variant forms of title represented by added entries (246, 740 fields) in bibliographic records or by cross references (4XX fields) in name and series authority records. (Note: according to LCRI 26.5A, a qualifier is added to a cross reference in the authority record to break the conflict with a title proper in the same or another record.)

3) Resolve the conflict by using a uniform title heading or name heading/uniform title in the bibliographic or series authority record being created. Do not also add a uniform title heading or a name heading/uniform title to the existing record.

Exceptions

a) See 5) in the "Serials (Including Numbered Monographic Series) ..." section below for adding "(Unnumbered)" as qualifier.

b) See 1)b) in the "Monographs" section below.

c) See 2) in the "Title/Phrase Heading in Series Authority Record Identical to Personal or Corporate Name" section below.

4) Use the uniform title heading or name heading/uniform title whenever the serial/series or multipart item is referred to in other access points (added or subject entries, subseries headings, etc.) and in linking notes.

5) Do not predict a conflict.

6) *Republications.* When a serial/series/multipart item is republished (as a text, as a microform, as large print, as a braille edition, etc.), do not use a uniform title to distinguish one of these republications from the original. If the original itself has a uniform title, use the same uniform title for the republication. Note: computer file serials are not considered to be republications of paper serials; see "Computer file serials" below.

Serials (Including Numbered Monographic Series)/Unnumbered Monographic Series Entered Under Title

1) *General.* When creating a bibliographic record for a serial or a series authority record for a serial/series, construct a uniform title made up of the title proper plus a parenthetical qualifier for any serial/series entered under title if the title proper is identical to the title proper of another serial/series found in the catalog in a bibliographic record or the title proper in the heading of any series authority record (for series, multipart item, phrase, or serial).

2) Choice of qualifying term

a) *Title proper is a "generic" title (i.e., it consists solely of an indication of type of publication and/or periodicity, exclusive of articles, prepositions, and conjunctions).* Use as the qualifier the heading for the body issuing or publishing the serial/series. If more than one corporate body is associated with the work, choose the body responsible for issuing the serial/series, rather than the one only publishing it. If multiple bodies are performing the same function, generally choose the one named first.

- 130 †a Bulletin (American Dairy Products Institute)
- 130 †a Bulletin (British Columbia. Dept. of Mines and Petroleum Resources)
- 130 †a Bulletin (Université libre de Bruxelles. Service de physique des particules élémentaires)

- 130 †a Occasional paper (Australia. Bureau of Industry Economics)
- 130 †a Occasional paper (King's College (University of London). Dept. of Geography)
- 130 †a Occasional paper (Spark M. Matsunaga Institute for Peace)

b) *Other situations.* Use judgment in determining the *most appropriate* qualifier for the serial/series being cataloged. Possible qualifiers are given in the following list; the listing is not prescriptive and is not in priority order. If none of these qualifiers is appropriate, use any word(s) that will serve to distinguish the one serial/series from the other.

- corporate body
- corporate body and date of publication¹
- date of publication¹
- descriptive data elements, e.g., edition statement
- place of publication²
- place of publication² and date of publication¹

3) *Form of qualifying term*

a) *Corporate body.* Use the AACR2 form of the name exactly as given on the name authority record for the corporate body.

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

b) *Place of publication.* Use the AACR2 form from the name authority record for the place minus any cataloger's addition (cf. AACR2 24.6); record the name of the larger place preceded by a comma (cf. AACR2 23.4A1).

- 130 †a African primary texts (Madison, Wis.)
- 130 †a Rural development studies (Uppsala, Sweden)
- 130 †a New age journal (Brighton, Boston, Mass.)

c) *Multiple qualifiers.* If more than one qualifier is needed, separate the qualifiers with a space-colon-space within one set of parentheses. Exception: if one of the qualifiers is "(Series)," give that qualifier first and enclose each qualifier in its own set of parentheses.

- 130 †a Bulletin (Canadian Association of University Teachers : 1973)
- 130 †a Washington gazette (Washington, D.C. : Daily)
- 130 †a WP (Series) (United States. Bureau of the Census)

4) *Change in qualifier*

a) *Body used as qualifier*

i) If the name of the body changes or the body is no longer involved with the serial/series, create a new record for the serial/series.

¹Choose the date of publication (not date from chronological designation) of the first issue published or the earliest issue in hand, in that order of preference.

²If the serial/series is published in more than one place, choose as the qualifying term the place that would be named first in the publication, distribution, etc. area for the first issue published, the earliest issue for which a place is known, or the earliest issue in hand, in that order of preference. If the name of the local place has changed, use in the qualifier the name the place had at the time the first/earliest issue was published.

130 †a Monograph series (American Bar Association.
Special Committee on Alternative Means of
Dispute Resolution)

130 †a Monograph series (American Bar Association.
Special Committee on Dispute Resolution)

ii) If the name of the body changes but one name authority record is used for both forms of name or if the heading on the one name authority record is revised, do not create a new record for the serial/series. Change the form of name in the qualifier, as necessary, to match the heading in the name authority record.

130 †a _____ (Instytut belaruskaj kul'tury
(Minsk, Byelorussian S.S.R.))

would be changed to

130 †a _____ (Instytut belaruskaj kul'tury
(Minsk, Belarus))

b) *Place used as qualifier.*

i) If the serial/series "moves" to another city, do not create a new record. On a series authority record, add a reference from title proper with the new place as qualifier. In a serial bibliographic record, add information about the change in place of publication.

130 †a _____ (Chicago, Ill.)

430 †a _____ (Boston, Mass.)

ii) If the name of the place changes and a separate name authority record is created for that name, do not create a new record for the serial/series. Do not change the qualifier. In a series authority record, give a reference using the later form as the qualifier.

130 †a _____ (Leningrad, R.S.F.S.R.)

430 †a _____ (Saint Petersburg, Russia)

(two name authority records exist)

iii) if the name for the place changes but one name authority record is used for both forms of name or if the heading on the one name authority record is revised, do not create a new record for the serial/series. Change the form of name in the qualifier, as necessary, to match the heading in the name authority record.

130 †a _____ (Kinshasa, Zaire)

would be changed to:

130 †a _____ (Kinshasa, Congo)

c) *Other qualifiers.* If the information used as qualifier changes in form or fact, do not create a new record. In a series authority record, add a reference from the title proper and the changed qualifier if it would help in identification. In a serial bibliographic record, add information if appropriate.

130 †a _____ (Middle Atlantic ed.)

(current items labelled as "Mid-Atlantic edition")

5) *Unnumbered/numbered titles from the same body.* If one body issues both an unnumbered series and a numbered series/serial with the same title, add the qualifier "(Unnumbered)" to the title for the unnumbered series in all cases of such a conflict. (For example, if the new title is numbered and the existing title is unnumbered, change the existing unnumbered series to add "(Unnumbered)" to the title.) Do not apply this technique when some issues of a series lack numbering.

6) *Serial section title or subseries title with initial article.* If the title of a section of a serial or the title of a subseries begins with an initial article, create a uniform title to delete that initial article. Delete the initial article even if the section or subseries title is preceded by a numeric or alphabetic designation.

title proper: American men and women of science. The medical sciences

130 †a American men and women of science. †p Medical sciences

title proper: Progress in nuclear energy. Series VIII, The economics of nuclear power

130 †a Progress in nuclear energy. †n Series VIII, †p Economics of nuclear power

7) *Serial common title or main series title not issued alone or lacking numbering.* Do not test such a serial common title or main series title for conflict by itself. Test the entire title proper (the serial common title and its section title or the unnumbered main series and its subseries) for conflict. If the entire title proper conflicts with another title proper, add a qualifier at the end of the title proper.

title proper: Bulletin. Series W

search in catalog for entire title = no conflict

130 †a Bulletin. †p Series W

title proper: Bulletin. Series A

search in catalog for entire title = a conflict with another "Bulletin. Series A"

130 †a Bulletin. †p Series A ([qualifier])

8) *Serial common title or main series title has been issued alone or has numbering.* First, test the serial common title or the main series title by itself for conflict and add a qualifier if needed at the end of that title. Then, test that title (plus qualifier if needed) and the section or subseries title together for conflict; add a qualifier if needed at the end of the section or subseries title.

title proper of numbered main series & subseries: University papers. History series

search in catalog for main series title = a conflict with another "University papers"

130 †a University papers ([qualifier])

search in catalog for main series title plus qualifier and subseries title = no conflict

130 †a University papers ([qualifier]). †p History series

9) *Supplement title entered subordinately to main title.* If the main title is already in the catalog, use its heading (may or may not have a qualifier) in the heading for the supplement. If the main title is not in the catalog, establish its AACR2 form (cf. LCRI 26.5B). Then, test the main title (plus qualifier if needed) and the supplement title together for conflict; add a qualifier if needed at the end of the supplement title.

title proper of main title with supplement: Statistical bulletin. Supplement

search in catalog for main title = a conflict with another "Statistical bulletin"

130 †a Statistical bulletin ([qualifier])

search in catalog for main title plus qualifier and supplement title = no conflict

130 †a Statistical bulletin ([qualifier]). †p Supplement

Serials (Including Numbered Monographic Series)/Unnumbered Monographic Series Entered Under Name Heading

1) *General.* When creating a bibliographic record for a serial or a series authority record for a serial/series entered under a name heading, construct a uniform title made up of the title proper plus a parenthetical qualifier to distinguish the serial/series from another with the same title proper entered under the same name heading in a bibliographic record

or in the heading of any series authority record (for series, multipart item, phrase, serial).

2) *Choice of qualifying term.* Use judgment in determining the *most appropriate* qualifier for the serial/series being cataloged. Possible qualifiers are given in the following list; the listing is not in priority order. If none of these qualifiers is appropriate, use any word(s) that will serve to distinguish the one serial/series from the other.

- date of publication³
- descriptive data elements, e.g., edition statement

110 2# †a World Food Programme.
240 10 †a Annual report (1993)
245 00 †a Annual report

Monographs

1) *Single-volume monograph or multipart item not analyzed*

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

245 00 †a France / †c préface de Pierre Mendès-France
260 0# †a Genève ; †a New York : †b Nagel, †c 1955

245 00 †a France
260 0# †a Paris : †b Librairie Larousse, †c 1967

245 00 †a France
260 0# †a Paris : †b Documentation française, †c 1972

b) If another manifestation of a single-volume monograph or a not-analyzed multipart item requires a uniform title (e.g., a translation, excerpts) or if it is used in a subject or related work added entry, assign a uniform title to the particular work as needed (cf. AACR2 25.5C for translations, AACR2 25.6B3 for excerpts, etc.). Use the uniform title in all entries for the work. Change existing records in which the work appears as a main or secondary entry.

translation of the 1955 work above

130 0# †a France (Geneva, Switzerland). †l English
245 00 †a France / †c preface by Pierre Mendès-France
; translated by William H. Parker
260 0# †a Geneva ; †a New York : †b Nagel, †c 1956

revised bibliographic record for the 1955 work above

130 0# †a France (Geneva, Switzerland)
245 00 †a France / †c préface de Pierre Mendès-France
260 0# †a Genève ; †a New York : †b Nagel, †c 1955

2) *Analyzed multipart item entered under title.*

a) Construct a uniform title made up of the title proper plus a parenthetical qualifier for any multipart item entered under title if the title proper is identical to the title proper of another multipart item found in the catalog in a bibliographic record or in the heading of any series authority record (for series, multipart item, phrase, serial).

b) Follow the guidelines for adding a qualifier to a serial/series title (above).

³Choose the date of publication (not date from chronological designation) of the first issue published or the earliest issue in hand, in that order of preference.

3) *Analyzed multipart item entered under a name heading.*

a) Construct a uniform title made up of the title proper plus a parenthetical qualifier for any multipart item entered under a name heading to distinguish the multipart item from another multipart item with the same title proper entered under the same name heading in the catalog in a bibliographic record or in the heading of any series authority record (for series, multipart item, phrase, serial).

b) Follow the guidelines for adding a qualifier to a serial/series title (above).

100 lB †a Elias, Norbert. †t Über den Prozess der
Zivilisation. †l English (Oxford, England)

Series-Like Phrases

1) *Entry under title.* Construct a uniform title made up of the phrase plus a parenthetical qualifier for any phrase entered under title if the phrase is identical to the title proper of a serial/series found in the catalog in a bibliographic record or the title proper in the heading of a series authority record for a series, multipart item, or serial. Follow the guidelines for adding a qualifier to a serial/series title (above).

130 †a Interim reports (Australian National Antarctic
Research Expeditions)

2) *Entry under name heading.* Construct a uniform title made up of the phrase plus a parenthetical qualifier for any phrase entered under a name heading if the phrase is identical to a title proper of a serial/series entered under the same name heading in a bibliographic record or in the heading of a series authority record for a series, multipart item, or serial. Follow the guidelines for adding a qualifier to a serial/series title (above).

3) *Conflict with another phrase heading.* Do not create a separate series authority record for the second series-like phrase, constructing a uniform title made up of the phrase plus a parenthetical qualifier. Instead, modify the existing series authority record to make it an undifferentiated phrase record.

130 †a Yolla Bolly Press book
130 †a Quarto book

Title/Phrase Heading in Series Authority Record Identical to Personal or Corporate Name

1) If the title or phrase is identical to a personal or corporate (including geographic) name, construct a uniform title made up of the title proper or phrase plus the parenthetical qualifier "(Series)." That name may be found on the item being cataloged or in a heading or reference in a name authority record related or not related to the item being cataloged. Apply this technique also to subseries titles entered subordinately.

130 †a Centre de recherches d'histoire ancienne
(Series)
130 †a Oxford Historical Society (Series)
130 †a HAZ (Series)
130 †a Facultat de Dret de l'Estudi General de Lleida
(Series)
130 †a Marco Polo (Series)
130 †a United States (Series)
130 †a DOD (Series)
130 †a Metropolitan Books (Series)
130 †a Posebna izdanja (Crnogorska akademija nauka
i umjetnosti). †p Odjeljenje društvenih nauka
(Series)

2) If an existing title or phrase heading later conflicts with a name, add the qualifier "(Series)" to the series authority record heading.

Radio and Television Programs

Add the qualifier "(Radio program)" or "(Television program)" to the title of a radio or television program whenever the program is needed in a secondary entry and the title is the same as a Library of Congress subject heading or the title has been used as the title of another work. (It does not matter if the other work is entered under title or under a name heading.) This same uniform title for the radio or television program must be used in all entries for the particular work. (Existing records in which the radio or television program has been used as a main or added entry must be adjusted.)

U.S. Census Publications

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

title proper: 1972 census of construction industries

uniform title: 130 †a Census of construction industries (1972)

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

uniform title: 130 †a Census of manufactures (1972). †p Numerical list of manufactured products

title proper: Census of housing, 1960

uniform title: 130 †a Census of housing (1960)

Comics

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

Motion Pictures

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

New work

100 2‡ †a Copland, Aaron, †d 1900-

245 14 †a The red pony ...

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

Existing works

100 2‡ †a Steinbeck, John, †d 1902-1968

245 14 †a The red pony ...

(*A book*)

245 04 †a The red pony †h [motion picture] ...

Added entry on the new work

730 0‡ †a Red pony (Motion picture)

Revised record for the motion picture

130 0p †a Red pony (Motion picture)
245 14 †a The red pony †h [motion picture] ...

Computer File Monographs

If a computer file is entered under a title proper that is the same as the title proper of another computer file (or other work), do not assign a uniform title to either work simply to distinguish them, even if there are multiple editions of either work.

If a computer file entered under title is needed in a subject entry or related work added entry and there is another work in the catalog with the same title proper that is also entered under title, add the qualifier "(Computer file)" to the title of the computer file. (This same uniform title must be used in all entries for the particular work, including existing records for the computer file itself.)

New work

245 00 †a Microsoft Excel : †b arrays, functions, and
macros ...
(A book entered under title)

Existing work

245 00 †a Microsoft Excel †h [computer file] : †b
complete spreadsheet ...

Subject entry on the new work

630 00 †a Microsoft Excel (Computer file)

Revised record for the computer file

130 0p †a Microsoft Excel (Computer file)
245 00 †a Microsoft Excel †h [computer file] : †b
complete spreadsheet ...

If the addition of the qualifier "(Computer file)" does not resolve the conflict, add also the name of the producer (in catalog-entry form).

130 0p †a GEM (Computer file : Digital Research
(Firm))
130 0p †a GEM (Computer file : University of
Cambridge. Dept. of Applied Economics)

Note: 1) Prior to June 1990, a qualifier was added to the title of a computer file whenever the heading was needed in a secondary entry, without regard to conflict. Generally continue to use such headings in main, subject, and added entries on records for items cataloged after June 1990. 2) Name authority records for computer files that were created in accord with policies in effect before June 1990 are routinely retained although they would not necessarily be needed under current policy.

Computer File Serials

Create a uniform title made up of the title proper plus a parenthetical qualifier for any computer serial entered under title if the title proper is identical to the title proper of another serial. Do not consider a computer file serial to be a secondary manifestation (i.e., a reproduction) of a paper serial. Instead treat the computer file serial as a separate work and add a uniform title to distinguish between identical titles proper.

Existing paper serial

245 00 †a Social sciences index

New computer file serial

130 0# #a Social sciences index (CD-ROM)
245 00 #a Social sciences index #h [computer file]

In choosing a uniform title qualifier, prefer to use terms that describe the physical medium of the serial rather than place or corporate body. Use the most specific term or terms possible to distinguish the serial from others with the same title. Such terms may be taken from an edition statement or other title information.

130 0# #a Peterson's financial aid service (IBM version)
245 00 #a Peterson's financial aid service #h [computer file]

130 0# #a Peterson's financial aid service (Macintosh version)
245 00 #a Peterson's financial aid service #h [computer file]

Do not add a uniform title to a computer file serial when no conflicting title exists.

Choreographic Works

1) *Background*

In catalogs dealing with dance material, there is a need both to collocate different versions of the same basic work under the same title and to differentiate between the different versions of the work in a meaningful way. A choreographic dance work, i.e., a dance created by a specific person, will often have a title that is the same as or similar to a musical or literary work that accompanies or is related to it. In addition, many dance works, though known by the same title, have been revised or adapted by different choreographers. The Dance Heritage Coalition, a group of several institutions, including the Library of Congress, has received funding for a project to prepare a catalog of primary research resources in dance history, including manuscript and archival materials, audio and videotape, printed texts and music, and visual collections. The coalition will add authority records to the national authority file for these materials, including newly created authority records and retrospective records from the files of the Dance Collection of the New York Public Library.

AACR2 does not include specific rules for the creation of uniform titles for choreographic works, and in the past LC has treated headings for individual choreographic dance works as subject headings, rather than name headings. However, because they do represent individual creative works and to meet the needs of the dance cataloging community, these headings should now be treated as name headings, and uniform titles for them will be constructed according to the guidelines below recommended by the Dance Heritage Coalition.

2) *Uniform titles for choreographic works*

a) *Qualifiers*. When the title of a choreographic dance work is needed as a subject or added entry, construct a uniform title consisting of the title of the work followed by the qualifier "(Choreographic work)." In addition, when the item represents a particular choreographer's version of the work, include the surname of the choreographer as part of the qualifier. Use the form of the surname found in the 100 field of the authority record for the choreographer.

130 #a Romeo and Juliet (Choreographic work)
(for a book of photographs from various productions of
choreographic works based on Shakespeare's play)

130 #a Romeo and Juliet (Choreographic work :
Smuin)
(for a series of photographs taken during a dress rehearsal of the
first production of Michael Smuin's choreographic adaptation of
Shakespeare's play)

If two or more choreographers share responsibility for the work, give their names in alphabetical order, unless one person is clearly principally responsible for the choreography, in which case that name should be listed first. Connect the names with the word "and."

130 †a Return of the native (Choreographic work : Jones and Zane)

130 †a Giselle (Choreographic work : Coralli and Perrot)

As appropriate, also include the following additions to the qualifier:

i) Choreographer's surname, after the original choreographer's surname.

If the choreographic work is derived from another choreographic work, follow the name of the choreographer with a comma, the word "after," and the surname of the original choreographer.

130 †a How long brethren (Choreographic work : Tamiris)

130 †a How long brethren (Choreographic work : McIntyre, after Tamiris)

(for a notation score for a reconstruction of Helen Tamiris's original work)

ii) Date of a reconstruction

Optionally, if the material being cataloged relates to a reconstruction of a choreographic work that was originally staged at an earlier date, include in the qualifier the date of the reconstruction.

130 †a Afternoon of a faun (Choreographic work : Nijinsky)

130 †a Afternoon of a faun (Choreographic work : Markova, after Nijinsky : 1935)

b) *Language of the title*

Use as the uniform title the title in the original language unless the work has become generally known in another language through extensive adaptation, e.g., when the choreographic work has been restaged in a number of different countries. In such cases, use the title found in the following reference work, making references from the title in other languages:

New York Public Library. *Dictionary Catalog of the Dance Collection*. Boston : G.K. Hall, 1974. 10 v. Annual supplement, *Bibliographic Guide to Dance*, 1975-

If the title is not found in the above source, consult the sources below, which are listed in order of precedence.

Beaumont, C.W. *Complete Book of Ballets*

Chujoy, A., and Manchester, P.W. *The Dance Encyclopedia*. Rev. ed. *Enciclopedia dello spettacolo*

The New Grove Dictionary of Music and Musicians

Koegler, H. *The Concise Oxford Dictionary of Ballet*. 2nd ed.

McDonagh, D. *The Complete Guide to Modern Dance*

130 †a Cinderella (Choreographic work)

430 †a Cendrillon (Choreographic work)

430 †a Cenerentola (Choreographic work)

130 †a Sylphide (Choreographic work)

430 †a Sylph of the Highlands (Choreographic work)

25.5C. LANGUAGE. [Rev.]

Form of Languages

When naming a language in a uniform title, use the name found in the current edition of *USMARC Code List for Languages* (and the updates published in *Cataloging Service Bulletin*). Note the following when using the USMARC code list:

Use the name found in boldface type (e.g., "Frisian," not "Friesian").

Use the name for a specific language rather than the name of a language group (e.g., use "Bunun," not "Austronesian (Other)"). (Language groups are indicated by the term "languages" or by the qualifier "(Other).")

Do not include in the name parenthetical dates that appear with the name (e.g., use "Béarnais," not "Béarnais (post-1500)").

Retain other parenthetical qualifiers that appear with the name (e.g., "Afrihili (Artificial language)"; "Luo (Kenya and Tanzania)"). *Exception:* For "Serbo-Croatian (Cyrillic)" and "Serbo-Croatian (Roman)," use "Serbo-Croatian."

For the early form of a modern language that is found in an inverted form, follow AACR2 and use the early form in direct order within parentheses following the modern language (e.g., for "French, Old (ca. 842-1400)," use "French (Old French)").

For the AACR2 example, "French (Anglo-Norman)," use the USMARC code list form, "Anglo-Norman."

Greek

For the USMARC code list forms "Attic Greek," "Greek, Ancient," and "Greek, Modern," use "Greek."

Exception: If the item is a translation from one specific Greek form into another Greek form, or contains text in two specific forms, use in the uniform title the specific form(s) within parentheses following "Greek." In specifying the form of the Greek, use one of the following terms:

- "Greek (Ancient Greek)" for the period before 300 B.C.
- "Greek (Hellenistic Greek)" for the period 300 B.C.-A.D. 600
- "Greek (Biblical Greek)" for the *Septuagint* and the *New Testament*
- "Greek (Medieval Greek)" for the period 600-1453
- "Greek (Modern Greek)" for the period 1453-

Multilingual Works

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

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

Unpublished Works

Occasionally an author's work is translated into another language but has not been published in the author's original language. If the translation indicates the original has

never been published but gives the *author's* title in the original language, use this title in the uniform title on the translation. In case of doubt as to whether the original title given in the translation is indeed the original title, do not use that title as the uniform title.

26.5A. REFERENCES TO ADDED ENTRIES FOR SERIES AND SERIALS. SERIES.
[Rev.]

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Introduction

This LCRI represents *LC/NACO practice*.

Although rule 26.5A addresses only see references for traced series, this LCRI contains guidelines for see *and* see also references on series authority records for *all* categories represented by such authority records (monographic series, other serials, multipart items, series-like phrases) *regardless* of local treatment decisions concerning analysis, classification, and tracing practices. Unless a specific category is mentioned, the word "series" in this LCRI applies to all four categories.

N.B.: Full reference structure is *not* given for each example.

If an added entry is needed for a series in a bibliographic record, or if the heading for a series is needed as part of a heading/reference in a name/series authority record, use the heading on the series' own AACR2 bibliographic record or authority record.

General Guidelines for See References

In title references (subfield ≠a, subfield ≠n, and subfield ≠p) and title portions of name/title references, omit an initial article unless it is to be filed on.

Add a qualifier to a reference if it conflicts with the title proper of another publication according to the guidelines in LCRI 25.5B.

Add the qualifier "(Series)" to a reference if it is identical to a personal or corporate (including geographic) name (cf. LCRI 25.5B).

Do *not* break a conflict between see references.

When using an existing series authority record, add any appropriate references not already in the record. Do *not* delete references made according to earlier policies.

Types of See References

- 1) *Alternative forms not selected as series heading*
 - a) *Heading is uniform title*

(1) Give a name/title proper reference for the situations listed below. If the heading includes a parenthetical qualifier, do *not* include that qualifier when recording the title proper in the reference.

(a) when a body responsible for the series is a noncommercial one or is a commercial one whose responsibility extends beyond that of merely publishing the series; in this context, consider university presses as "commercial;"

130 ∅0 ≠a Environmental sciences and application
410 2∅ ≠a United Nations Institute for Training and
Research. ≠t Environmental sciences and
application

130 ∅0 ≠a Langues à l'INALCO
410 2∅ ≠a Institut national des langues et
civilisations orientales. ≠t Langues à
l'INALCO

130 00 †a Studies in education (London, England)
410 20 †a University of London. †b Institute of
Education. †t Studies in education

130 00 †a Occasional paper (Mendocino Academy of
Science)
410 20 †a Mendocino Academy of Science. †t Occasional
paper

(b) when the name, an initialism/acronym, or part of the name of a corporate body is in the series title even if that body is not responsible for the series; however, do not make the reference if the body is a commercial publisher responsible only for publishing the series;

130 00 †a Harvard historical monographs
410 20 †a Harvard University. †t Harvard historical
monographs
410 20 †a Harvard University. †b Dept. of History.
†t Harvard historical monographs
(Department of History is responsible for the series)

(c) when the title of a *numbered* series consists solely of a form of a corporate body's name whether or not that form of name is identical with the name of the corporate body given as the heading on the body's name authority record.

130 00 †a Suffolk Records Society (Series)
410 20 †a Suffolk Records Society. †t Suffolk Records
Society

130 00 †a HAZ (Series)
410 20 †a Historical Association of Zambia. †t HAZ

130 00 †a Institut sotsialisticheskogo prava
(Series)
410 20 †a Institute on Socialist Law. †t Institut
sotsialisticheskogo prava

130 00 †a University of Warsaw, Institute of
Psychology (Series)
410 20 †a Uniwersytet Warszawski. †b Instytut
Psychologii. †t University of Warsaw,
Institute of Psychology

(2) Give a reference from title proper when it differs from the uniform title except when the difference is the addition of a language name or a parenthetical qualifier.

130 00 †a EDI policy seminar report. †l Spanish
430 00 †a Informe de un seminario de política del IDE

130 00 †a Information (Zurich, Switzerland). †l
French
*(reference not given from title proper in French:
Information)*

130 00 †a Skrifter (Dansk folkemindesamling)
(reference not given from title proper: Skrifter)

b) *Heading is name/title proper*

(1) Generally, give a reference from title proper.

- 110 2# †a Library of Congress. †b Manuscript Division. †t Registers of papers in the Manuscript Division of the Library of Congress
- 430 #0 †a Registers of papers in the Manuscript Division of the Library of Congress
- 100 1# †a Breuil, Henri, †d 1877-1961. †t Rock paintings of southern Africa
- 430 #0 †a Rock paintings of southern Africa

(2) Generally, give a reference from name/title proper for another person or corporate body sharing responsibility for the series. (Generally, do not give a reference from a body when the heading is under a personal name.)

- 100 1# †a Brenner, Barbara. †t Hide and seek science
- 400 1# †a Chardiet, Bernice. †t Hide and seek science

c) *Heading is name/uniform title*

(1) Give a reference from title proper.

- 100 1# †a James, Henry, †d 1811-1882. †t Selections. †f 1983
- 430 #0 †a Selected works of Henry James, Sr. †f 1983
- 100 1# †a Sterne, Laurence, †d 1713-1768. †t Works. †f 1978
- 430 #0 †a Florida edition of the works of Laurence Sterne. †f 1978

(2) Give a reference from name/title proper when the title proper differs from the uniform title except when the difference is the addition of a language name, a date, or a parenthetical qualifier.

- 100 1# †a James, Henry, †d 1811-1882. †t Selections. †f 1983
- 430 #0 †a Selected works of Henry James, Sr. †f 1983
- 400 1# †a James, Henry, †d 1811-1882. †t Selected works of Henry James, Sr. †f 1983
- 100 1# †a Sterne, Laurence, †d 1713-1768. †t Works. †f 1978
- 430 #0 †a Florida edition of the works of Laurence Sterne. †f 1978
- 400 1# †a Sterne, Laurence, †d 1713-1768. †t Florida edition of the works of Laurence Sterne. †f 1978

(3) Give a reference from name/title proper for another person or corporate body sharing responsibility for the series. (Generally, do not give a reference from a body when the heading is under a personal name.)

- 100 1# †a Landau, L. D. †q (Lev Davidovich), †d 1908-1968. †t Teoreticheskaia fizika
- 400 1# †a Lifshits, E. M. †q (Evgenii Mikhailovich) †t Teoreticheskaia fizika

2) *Variants of title proper in another source in same/another issue*

Give a reference from a variant title found in the same item or found in another item with the same series title proper. Construct the reference in the same form, title or name/title, that would be used as the heading; generally, do not give references that are variations of these references.

a) *Parallel titles.* Give references for all parallel titles. If the heading is a main series and subseries, use the same language, when present, for all parts of the parallel main series/parallel subseries reference(s).

- 130 Ø0 †a Befolkningsstatistik og sociologisk statistik
- 430 Ø0 †a Bevölkerungs- und Sozialstatistik
- 430 Ø0 †a Demographic and social statistics
- 430 Ø0 †a Statistiques démographiques et sociales
- 430 Ø0 †a Statistiche demografiche e sociali
- 430 Ø0 †a Sociale en bevolkingsstatistiek

- 130 Ø0 †a Europäische Hochschulschriften. †n Reihe XXV, †p Forst- und Holzwirtschaft
- 430 Ø0 †a Publications universitaires européennes. †n Série XXV, †p Sciences forestières
- 430 Ø0 †a European university studies. †n Series XXV, †p Forestry and forest products

b) *Other titles.* If important for access to the heading, give a reference from another form of the series title proper found on another source (e.g., on cover, on spine, on map panel, on label) of the same item or on another source of another item having the same series title proper.

- 130 Ø0 †a Composers series (Contemporary Records (Firm))
- 430 Ø0 †a Contemporary composers series
(Composers series was form on label; Contemporary composers series was form on container for same item)

- 130 Ø0 †a Mathematical chemistry
- 430 Ø0 †a Mathematical chemistry series
(Mathematical chemistry was form on ser. t.p.; Mathematical chemistry series was form on cover)

- 130 Ø0 †a Historical geography research series
- 430 Ø0 †a Research paper series (Institute of British Geographers. Historical Geography Research Group)
(Later issue with same series title proper on t.p. had cover p. 3 title: Research paper series)

3) *Partial titles*

Construct the reference in the form, title or name/title, that would be used as the heading; generally, do not give references that are variations of these references.

a) *Typographical prominence.* Give a reference when part of the series title is given typographical prominence.

- 130 Ø0 †a Springer proceedings in physics
- 430 Ø0 †a Proceedings in physics
(On source "Springer" appears on one line and "proceedings in physics" on another line; other sources in item indicate title begins with "Springer")

b) *Subseries or section title.* Give a reference from the subseries or section title unless that title is dependent on the main/common title or is misleading without that title. Do not include a preceding designation in the reference.

- 130 Ø0 †a Petite bibliothèque. †n Série C, †p Science récréative
- 430 Ø0 †a Science récréative

- 130 Ø0 †a Soviet scientific reviews supplement series. †p Physiology and general biology
 430 Ø0 †a Physiology and general biology
- 130 Ø0 †a Contributions in political science. †p Soviet and American studies on the Third World
 430 Ø0 †a Soviet and American studies on the Third World

c) *Generic noun.* Give a reference from the series title or subseries/section title omitting the introductory generic noun (e.g., Serie, Collection, Schriftenreihe) when that noun is followed by a noun or noun phrase. If the partial title reference would consist only of a proper name, add the qualifier "(Series)" to that reference.

- 130 Ø0 †a Schriftenreihe Christliche Perspektiven im Sport
 430 Ø0 †a Christliche Perspektiven im Sport
- 130 Ø0 †a Colección Documentos (Universidad Nacional del Litoral)
 430 Ø0 †a Documentos (Universidad Nacional del Litoral)
- 130 Ø0 †a Coleção "Paulo Freire"
 430 Ø0 †a Paulo Freire (Series)

d) *Person's forename, initial, or title.* When the series title begins with a person's forename(s), initial(s), or title, give a reference

from the surname and the remainder of the title;
 from the forename(s) and/or initial(s) and surname and remainder of the title.

- 130 Ø0 †a Dr. Leonard P. Schultz ichthyological reprint
 430 Ø0 †a Schultz ichthyological reprint
 430 Ø0 †a Leonard P. Schultz ichthyological reprint

4) *Variations in title proper that are not title changes (applies only to monographic series and other serials)*

When the series title proper of an earlier or later issue differs from the form used in the heading, give a *see* reference from the earlier/later form if the difference does not constitute a title change (cf. AACR2 21.2A and LCRI 21.2A). Construct the reference in the form, title or name/title, that would be used as the heading; generally, do not give references that are variations of these references.

- 130 Ø0 †a Veröffentlichungen des Kölnischen Geschichtsvereins e.V.
 430 Ø0 †a Veröffentlichung des Kölnischen Geschichtsvereins e.V.
 (later issue had title: Veröffentlichung des Kölnischen Geschichtsvereins e.V.; singular/plural change doesn't require new authority record)
- 130 Ø0 †a Bulletin (Southern Humanities Conference)
 430 Ø0 †a Bulletin of the Southern Humanities Conference
 (later issues had title: Bulletin of the Southern Humanities Conference; same body's name added to or subtracted from end of title doesn't require new authority record)

130 00 †a Wiley series in psychology of crime,
policing, and law
430 00 †a Wiley series in the psychology of crime,
policing, and law
(later issue had title: Wiley series in the psychology of crime, policing,
and law; addition/omission of article doesn't require new authority
record)

130 00 †a Ankara Üniversitesi Hukuk Fakültesi
yayınlari. †p Döner sermaye yayınlari
430 00 †a Ankara Üniversitesi Hukuk Fakültesi
yayınlari. †p AÜHF döner sermaye yayınlari
(later issue had title: Ankara Üniversitesi Hukuk Fakültesi yayınlari.
AÜHF döner sermaye yayınlari; addition of body's initialism coming
after first five words not changing the meaning of title and not indicating
a different subject matter doesn't require new authority record; note:
when heading is main series and subseries, start counting the five words
with the beginning of the main series title—cf. LCRI 1.6H)

5) Fluctuating titles

a) *Different languages.* If the language of the numbered series title proper on later issues varies according to the language of the text, give a reference from the series title proper in the other language(s). (Cf. LCRI 21.2C.) However, if there are parallel editions in different languages, establish separate headings.

130 00 †a Taschenbücher zur Musikwissenschaft
430 00 †a Pocketbooks of musicology

b) *Flip-flops.* If it is noted *retrospectively* that a later series title is used on only a few issues, cancel the later series heading in favor of the earlier series heading and give a reference from the different title. (Cf. LCRI 21.2C.)

130 00 †a Title A
430 00 †a Title B
(No. 1-19 have Title A; no. 20-21 have Title B; no. 22- have Title A)

6) Unnumbered series in French, Italian, Portuguese, Spanish, and the Slavic languages

If an introductory word such as "Série," "Collection," and "Edícia" is added to or omitted from the beginning of an *unnumbered* series title in French, Italian, Portuguese, Spanish, and the Slavic languages on another issue, do not consider the different title to be a title change (cf. LCRI 21.2C). Give the other form as a see reference.

130 00 †a Seria "Bibliofil'skie redkosti"
430 00 †a Bibliofil'skie redkosti

7) Other situations

a) *Substitutions.* Use judgment when deciding whether a reference that is a modification of the form used in the heading (spelled out form for an abbreviation, word for symbol, word for numeral, arabic numeral for roman numeral, two words for compound word, initialism without periods for initialism with periods, etc.) is appropriate. Consider whether users might expect that form to have been the established form and whether the substitution would occur in the first five words. Construct the reference in the form, title or name/title, that would be used as the heading; generally, do not give references that are variations of these references.

130 00 †a Mathématiques & applications
430 00 †a Mathématiques et applications

130 00 †a Advances in colour chemistry series
430 00 †a Advances in color chemistry series

- 130 ⌀0 †a Database search aids
 430 ⌀0 †a Data base search aids

b) *Other title information.* Give a reference from the other title information when it could be construed as the series title proper or subseries title. When a series title appears in full as well as an initialism on the chief source, give a reference from whichever form is not chosen as the series title proper (cf. AACR2 12.1B2).

- 130 ⌀0 †a Worldly philosophy
 430 ⌀0 †a Studies at the intersection of philosophy and economics
 (Later issue had series subtitle: Studies at the intersection of philosophy and economics)
- 130 ⌀0 †a Österreichische Schriftenreihe zum gewerblichen Rechtsschutz, Urheber- und Medienrecht
 430 ⌀0 †a ÖSGRUM

c) *Title of series/serial.*

Give a reference from the name of the main series (in its AACR2 form) and subseries when a subseries is not entered subordinately to the main series (cf. LCRI 1.6H).

- 130 ⌀0 †a De signo
 430 ⌀0 †a Collana Sapiens. †p De signo
 (Subseries De signo is not entered subordinately to the main series; no source in preliminaries or publisher's listing in item has both main series title Collana Sapiens and subseries title)

Give a reference from the name of the serial (in its AACR2 form) and title of series when the name of a serial is contained in the series title proper.

- 130 ⌀0 †a Quaderni della Rivista italiana di musicologia
 430 ⌀0 †a Rivista italiana di musicologia. †p Quaderni della Rivista italiana di musicologia
 (Rivista italiana di musicologia is a separately published serial)

d) *Numbered multipart item: change of title or change in person or body responsible.* If the title proper changes (AACR2 21.2B2), give a reference from the later title. If the person or body responsible for the multipart item changes (AACR2 21.3A2), give a name/title proper reference from the later person or body.

e) *Romanization/word division.* Give a reference from a form representing another romanization or word division policy.

- 130 ⌀0 †a Hsüeh wen pi pei ts'ung shu
 430 ⌀0 †a Xue wen bi bei cong shu
- 130 ⌀0 †a Jibi inkoka rinsho
 430 ⌀0 †a Jibiinkoka rinsho

f) *Change in parenthetical qualifier not requiring a new record.* If there is a change in parenthetical qualifier in the series heading and a new record is not required (cf. LCRI 25.5B), give a reference from the series title proper and the changed qualifier if it would help in identification.

- 130 ⌀0 †a Wissenschaftliche Reihe (Husum, Schleswig-Holstein, Germany)
 430 ⌀0 †a Wissenschaftliche Reihe (Nienburg, Germany)

g) *Pre-AACR2 form of heading.* Optionally, include information about the pre-AACR2 form of heading in the series authority record. If there is a one-to-one relationship, give a reference from the pre-AACR2 form of heading and code subfield †w

appropriately. If there is not a one-to-one relationship or if the reference normalizes to the same form as a heading or another reference, give the pre-AACR2 heading information in a note.

130 00 †a Bulletin of the Scripps Institution of Oceanography, University of California, San Diego

410 10 †w nnaa †a California. †b University. †b Scripps Institution of Oceanography, La Jolla. †t Bulletin

130 00 †a APA private practice series

667 00 †a Includes the old catalog headings: American Psychological Association. APA private practice series; American Psychological Association. A.P.A. private practice series

(made-up example; not a one-to-one relationship: only one heading needed for AACR2 but two headings needed earlier)

130 00 †a Monograph (International Violin, Guitar Makers & Musicians Association)

667 00 †a Previous to AACR2 covered by the heading: International Violin, Guitar Makers & Musicians Association. Monograph

(made-up example; not a one-to-one relationship: two headings needed for AACR2; other heading: Monograph (Violin, Guitar Makers & Musicians Association); only one heading needed earlier because name change of body was handled via latest entry cataloging)

130 00 †a Journal of mathematical biology. †p Supplement

667 00 †a Old catalog heading: Journal of mathematical biology : supplement

h) *Miscellaneous.* Give any other see reference not already mentioned if it is important for access to the heading.

130 00 †a Discussion paper (University of East Anglia. School of Development Studies)

430 00 †a Development studies discussion paper
(Cataloger's judgment whether series title should be recorded as Discussion paper or Development studies discussion paper based on presentation; reference given from form not chosen as approach to the heading for someone who would have chosen the other form as series title)

General Guidelines for See Also References

If the earlier or later heading is not represented by its own series authority record, give the earlier or later information in a note instead of giving a see also reference. End such a note with the label "[unevaluated heading]."

130 00 †a Occasional paper (University of Singapore. Dept. of Political Science)

667 00 †a Continues: Singapore (City). University. Dept. of Political Science. Occasional paper series - Department of Political Science, University of Singapore
[unevaluated heading]

See Also References by Category of Series Authority Record

1) *Monographic series and other serials*

If a new series authority record is required by AACR2 21.2A, 21.2C, or 21.3B and

related LCRIS, connect the series authority records for the earlier and later headings with see also references.

For numbered monographic series, code subfield †w to indicate whether the reference is for the earlier or later heading. Generally, do not code subfield †w for unnumbered monographic series.

130 †0 †a Royal Institute of Philosophy lectures
530 †0 †w b †a Royal Institute of Philosophy
supplement
(LC MUMS practice for subfield †w = bnnn)

130 †0 †a Royal Institute of Philosophy supplement
530 †0 †w a †a Royal Institute of Philosophy lectures
(LC MUMS practice for subfield †w = annn)

130 †0 †a Weidenfeld psychology series
530 †0 †a Weidenfeld modern psychology series
(series is unnumbered: subfield †w is not coded; LC MUMS practice for
subfield †w = nnnn)

130 †0 †a Weidenfeld modern psychology series
530 †0 †a Weidenfeld psychology series
(series is unnumbered: subfield †w is not coded; LC MUMS practice for
subfield †w = nnnn)

2) Multipart items

If a new series authority record is needed due to a change in title proper (AACR2 21.2B2) or a change in the person or body responsible (AACR2 21.3A2) for an *unnumbered* multipart item, connect the series authority records for the two headings with see also references. Generally, do not code subfield †w.

Remember that a change in main entry heading or title of a *numbered* multipart item is handled with a *see* reference (see 7)d) above).

3) Series-like phrases

Any change in a series-like phrase requires a new series authority record. Connect the records with see also references. Generally, do not code subfield †w.

130 †0 †a Aladdin book
530 †0 †a Aladdin books
(LC MUMS practice for subfield †w = nnnn)

130 †0 †a Aladdin books
530 †0 †a Aladdin book
(LC MUMS practice for subfield †w = nnnn)

"DLC-S" IN SAR FIELDS

LC's serial catalogers, who work on OCLC rather than on LC's internal system, are now able to use an OCLC macro for creating series authority records (SARs). The macro generates the subfield †5 information in the 642 and 644-646 fields in the records based on the library symbol in the 040 field. The OCLC symbol for LC's serial catalogers is "DLC-S."

Until now, only "DLC" has been used in those SAR fields to indicate the LC decisions for all catalogers handling items covered by the series authority records. However, it is not a productive use of time to ask the catalogers to change "DLC-S" to "DLC" to indicate LC's treatment decisions. So, consider a subfield †5 of "DLC-S" to have the same meaning as "DLC."

An example of an SAR created with this macro is no97-46206.

SUBJECT CATALOGING

SUBDIVISION —BIOGRAPHY UNDER PERSONAL NAMES

As part of a continuing effort to simplify cataloging, the Library of Congress would like to merge the list of subject subdivisions used under literary authors with those used under other individual persons. These lists of subdivisions appear in the *Subject Cataloging Manual: Subject Headings*, instruction sheets H 1110, *Free-Floating Subdivisions: Names of Persons* and H 1155.4, *Pattern Headings: Individual Literary Authors*. One of the major differences between these two lists is the use of the subdivision —**Biography** under literary authors but not under other individual persons.

The Library is considering cancelling the use of —**Biography** under names of literary authors. This would change the subject heading treatment for biographies of literary authors so that it matched the treatment of other persons. For general biographies or autobiographies, the subject heading would consist of the personal name heading without further subdivision. Other uses of the subdivision —**Biography**, such as under headings for classes of persons, would not be changed.

The Library is interested in hearing reactions to this proposal from users of Library of Congress subject headings. Please send comments concerning this proposed change to

Thompson A. Yee
Acting Chief
Cataloging Policy and Support Office
Library of Congress
Washington, DC 20540-4305
INTERNET: cpso@loc.gov
FAX: (202) 707-6629

Comments should reach the Cataloging Policy and Support Office no later than December 31, 1997.

SUBDIVISION —HISTORY

H 1647, the instruction sheet on the subdivision —**History** in the *Subject Cataloging Manual: Subject Headings*, was revised for the 1997 update number 2 to be distributed in fall 1997. The section on headings and subdivisions that are treated as historical in nature was rewritten, and the list of exceptional subdivisions not further subdivided by —**History** was significantly shortened. In addition, on H 1140, the list of free-floating subdivisions used under names of places, restrictions were lifted on use of subdivisions of the type —**Civilization—16th, [17th, 18th, 19th, or 20th] century** and —**Intellectual life—16th, [17th, 18th, 19th, or 20th] century**, thereby allowing their use under cities and geographic headings at any level. At the same time, subdivisions of the type —**16th, [17th, 18th, 19th, or 20th] century** were added under the subdivisions —**Economic conditions; —History; —History, Military; —History, Naval; —Politics and government; —Social conditions; and —Social life and customs**. These subdivisions were added to facilitate subject access by time period, primarily by authorizing their free-floating use under places smaller than countries where chronological subdivisions were previously not established or used. These free-floating subdivisions should be used with caution under names of countries and other geographic headings where chronological subdivisions for specific time periods have been established. These century subdivisions are to be assigned only where there is no conflict with chronological subdivisions already established in the subject authority file.

These changes were made as a result of a review of the final report of the Subcommittee on the Order of Subdivisions in Library of Congress Subject Strings of the ALCTS CCS Subject Analysis Committee (SAC). As reported in *Cataloging Service Bulletin*, no. 76 (Spring 1997), in the "Library of Congress Five-Year Progress Report on Subject Subdivisions Conference Recommendations," SAC submitted the report to the Library of Congress in 1996. The report contained specific recommendations regarding the subdivision —**History** that were considered at the Library of Congress by a special History Subdivision Committee of the Subject Cataloging Working Group and by the Cataloging Policy and Support Office (CPSO).

The SAC Subcommittee's final report contained the observation that use of the subdivision —History is not authorized with several topical subdivisions used under geographic headings but is allowed with others. The report recommended either omitting —History under all instances of [place]—[topical subdivision] or allowing it to be used under any topical subdivision that does not explicitly include the word "history." The report also recommended that LC consider omitting —History in headings of the type [topic]—[topical subdivision]—History—[dates] to shorten and simplify subject heading strings.

At the Library of Congress, the History Subdivision Committee reviewed the list of subdivisions not further subdivided by —History. It decided not to recommend omitting —History following headings of the type [topic]—[topical subdivision] or using —History in all instances of such headings. Instead, it recommended reducing the number of exceptional subdivisions with which —History is not currently applied, thus standardizing and expanding the number of situations where —History can be applied. The committee also considered the recommendation to omit the subdivision —History in headings of the type [topic]—[topical subdivision]—History—[dates] and [topic]—[place]—History—[dates]. It concluded that the subdivision does serve a useful purpose as a collocating device and that its omission could lead to confusion. It recommended that the instruction sheet on history, H 1647, be revised to provide a better explanation of the application of the subdivision —History and a clarification of the headings considered to be inherently historical. It also recommended broadening the use of free-floating chronological subdivisions. CPSO concurred with the History Subdivision Committee's basic conclusions.

FREE-FLOATING CHRONOLOGICAL SUBDIVISIONS

CPSO is now considering how best to indicate historical works that cover time periods prior to the sixteenth century. For historical works covering topics in the modern period beginning with the sixteenth century, headings of the type [topic]—[History]—16th, [17th, 18th, 19th, or 20th] century may be assigned on a free-floating basis. CPSO is proposing a new general subdivision, —History—To 1500, to be used under topical headings to differentiate between works that deal with earlier periods and general historical works or works that deal with later periods. CPSO does not wish to introduce general free-floating subdivisions for individual earlier centuries or for spans that might conflict with existing headings established with time period qualifiers for the ancient and medieval periods, for example, Science, Ancient or Medicine, Medieval. Under individual topical headings where it is warranted, specific historical time periods may continue to be editorially established. LC is interested in receiving comments on this proposal. Please send comments on this proposed new free-floating subdivision to

Thompson A. Yee
Acting Chief
Cataloging Policy and Support Office
Library of Congress
Washington, DC 20540-4305
INTERNET: cpso@loc.gov
FAX: (202) 707-6629

Comments should reach CPSO no later than December 31, 1997.

SUBDIVISION SIMPLIFICATION PROGRESS

Since the Subject Subdivisions Conference took place at Airlie House, Virginia, in May 1991, progress continues to be made in simplifying subdivisions in the Library of Congress Subject Headings system. On Weekly Lists 97-14 to 97-29, changes were made in the following areas:

Recommendation #1. Toward achieving the recommended standard order of [topic]—[place]—[chronology]—[form] where it can be applied in LC subject heading strings, new topical subdivisions for which geographic orientation is possible are established with the designation (*May Subd Geog*). On a case-by-case basis, subdivisions not previously divided by place are being authorized for geographic subdivision. Six subdivisions, including four free-floating subdivisions listed below, were authorized for geographic

subdivision during this period.

Recommendation #6. During the second quarter of 1997, progress in simplifying subdivisions was made in the following areas:

1) *Subdivisions replaced by phrase headings.* The subdivision —Adjustment of claims was cancelled under the heading Insurance in favor of the existing phrase heading Insurance claims. Under twenty headings for types of insurance, e.g., Crop insurance, Insurance, Health, Workers' compensation, the subdivision was cancelled and replaced by headings of the type Crop insurance claims, Health insurance claims, Workers' compensation claims, etc. The heading Accidents—Adjustment of claims was cancelled and replaced with use of headings of the type Accident insurance claims, Automobile insurance claims, etc.

The heading Telephone—Long distance was changed to the direct phrase heading Long distance telephone service.

2) *Phrase headings replaced with subdivisions.* Headings of the type [name of place, person, or corporate body] in bookplates were cancelled in favor of a new free-floating subdivision —In bookplates to be used under names of countries, cities, etc., individual persons, and corporate bodies. Headings of the type [topic] in bookplates will continue to be established and used.

Headings of the type [name of place, corporate body, event, or topic] in the press that were established to represent coverage or portrayal of that place, corporate body, event, or topic in the press were cancelled in favor of use of the free-floating subdivision —Press coverage (*May Subd Geog*) under names of countries, cities, etc., individual corporate bodies, individual events, and topical headings. Headings of the type [...] in the press will continue to be established and used to represent characteristics or biases of the press, e.g., Realism in the press.

3) *Subdivisions no longer free-floating.* The subdivision —History—Partition, [date] is no longer free-floating under names of places. Individual instances of partitions will be established as they are needed. Authority records for uses of the former free-floating subdivision in the LC bibliographic database have been added to the subject authority file.

A cumulated list of the changes to free-floating subdivisions that took place during the second quarter of 1997 follows.

CHANGED OR CANCELLED FREE-FLOATING SUBDIVISIONS WL97-14 - WL97-29

Subdivision	List in SCM	Change or replacement
—History—Partition, [date]	H 1140	No longer free-floating; Established where needed
—Locomotion	H 1147	ADD: (<i>May Subd Geog</i>)
—Parts	H 1195	ADD: (<i>May Subd Geog</i>)
—Purchasing	H 1095	ADD: (<i>May Subd Geog</i>)
—Transmission devices, Automatic—Parts	H 1195	ADD: (<i>May Subd Geog</i>)

SUBJECT HEADINGS OF CURRENT INTEREST

Weekly Lists 18-32, 1997

360-degree feedback (Rating of employees) (*May Subd Geog*)
Accident victims (*May Subd Geog*)
Afro-American yuppies (*May Subd Geog*)
Agricultural informatics (*May Subd Geog*)
Bombers (Terrorists) (*May Subd Geog*)
Computers and women (*May Subd Geog*)
Concert tours (*May Subd Geog*)

Data marts (*May Subd Geog*)
 Domestic partner benefits (*May Subd Geog*)
 Electronic discussion groups (*May Subd Geog*)
 Fulbright scholars (*May Subd Geog*)
 Gay human services personnel (*May Subd Geog*)
 Gene targeting (*May Subd Geog*)
 Graphic design (Typography) (*May Subd Geog*)
 Holiday stress (*May Subd Geog*)
 Honor system (Higher education) (*May Subd Geog*)
 Leaks (Disclosure of information) (*May Subd Geog*)
 Low-impact camping (*May Subd Geog*)
 Lunar mining
 Moles (Spies) (*May Subd Geog*)
 Multiple chemical sensitivity (*May Subd Geog*)
 Network computers (*May Subd Geog*)
 On-demand printing (*May Subd Geog*)
 One-person shows (Performing arts) (*May Subd Geog*)
 Online chat groups (*May Subd Geog*)
 Portuguese-speaking countries
 School support teams (*May Subd Geog*)
 Soccer hooliganism (*May Subd Geog*)
 Software consultants (*May Subd Geog*)
 Software failures (*May Subd Geog*)
 Space mining
 Special decades (*May Subd Geog*)
 Step dancing (*May Subd Geog*)
 Successful people (*May Subd Geog*)
 Television musicals (*May Subd Geog*)
 Water puppetry (*May Subd Geog*)
 Wheelchair road racing (*May Subd Geog*)
 Wheelchair track-athletics (*May Subd Geog*)
 Wings (Insignia) (*May Subd Geog*)
 Yuppies (*May Subd Geog*)

REVISED LC SUBJECT HEADINGS

The list below comprises headings that were changed or cancelled on weekly lists 14-29, 1997.

<i>Cancelled Heading</i>	<i>Replacement Heading</i>	<i>May Subd Geog</i>
Aargau (Switzerland) in art	Aargau (Switzerland)—In art	NO
Abnaki baskets	Abenaki baskets	YES
Abnaki Indians	Abenaki Indians	YES
Abnaki Indians—Missions	Abenaki Indians—Missions	YES
Abnaki Indians—Treaties	Abenaki Indians—Treaties	NO
Abnaki language	Abenaki language	YES
Abnaki mythology	Abenaki mythology	YES
Abortion in the press	Abortion—Press coverage	YES
Accidents—Adjustment of claims	Accident insurance claims; Automobile insurance claims; etc.	YES
Afro-Americans in the press	Afro-Americans—Press coverage	YES
Alcoholism in the press	Alcoholism—Press coverage	YES
Alexandria (Egypt) in art	Alexandria (Egypt)—In art	NO
Alps in bookplates	Alps—In bookplates	NO
Annecy (France) in art	Annecy (France)—In art	NO
Appenzell Ausser-Rhoden (Switzerland) in art	Appenzell Ausser-Rhoden (Switzerland)—In art	NO
Arabs in the press	Arabs—Press coverage	YES
Arceuthobium	Dwarf mistletoes	YES
Archives, Medical	Medical archives	YES
Arctic blue-grass	Arctic bluegrass	YES
Argentine poetry—Gaucho authors	Argentine poetry	YES

Argentine poetry—Gaucho authors	Gauchos' writings, Argentine	YES
Arts in the press	Arts—Press coverage	YES
Astronautics in the press	Astronautics—Press coverage	YES
Bald cypress	Baldcypress	YES
Bana (Vietnamese people)	Bahnar (Vietnamese people)	YES
Beauty, Personal, in the press	Beauty, Personal—Press coverage	YES
Benevento (Italy) in art	Benevento (Italy)—In art	NO
Berlin (Germany) in the press	Berlin (Germany)—Press coverage	YES
Bern (Switzerland) in art	Bern (Switzerland)—In art	NO
Blacks in the press	Blacks—Press coverage	YES
Blue-grass	Bluegrasses	YES
Bodhran	Bodhrán	YES
Bosnia and Hercegovina in the press	Bosnia and Hercegovina—Press coverage	YES
Brabant (Belgium) in art	Brabant (Belgium)—In art	NO
Brancusi, Constantin, 1876-1957. The kiss	Brancusi, Constantin, 1876-1957. Kiss	NO
Brent-geese shooting	Brant shooting	YES
Budding	Budding (Plant propagation)	YES
Cahokia Site (East Saint Louis, Ill.)	Cahokia Mounds State Historic Park (Ill.)	NO
Camp-meetings	Camp meetings	YES
Candlestick Point (San Francisco, Calif.)	Candlestick Point (Calif.)	NO
Castello dei Rossi (San Secondo, Italy)	Castello dei Rossi (San Secondo Parmense, Italy)	NO
Cavalier King Charles spaniels	Cavalier King Charles spaniel	YES
Cedar River (Wash.)	Cedar River (King County, Wash.)	NO
Chile in art	Chile—In art	NO
Chile in the press	Chile—Press coverage	YES
Chipko movement in the press	Chipko movement—Press coverage	YES
Choruses, Secular (Men's voices, 4 parts) with piano and reed-organ	Choruses, Secular (Men's voices, 4 parts) with piano and reed organ	NO
Choruses, Secular (Mixed voices) with kayakeum	Choruses, Secular (Mixed voices) with kayagum	NO
Chromatic alteration (Music)	Musica ficta	NO
Collective bargaining—Foundrymen	Collective bargaining—Foundries	YES
Colombia in the press	Colombia—Press coverage	YES
Communist countries in art	Communist countries—In art	NO
Concertos (Instrumental ensemble with orchestra)	Concertos (Instrumental ensemble)	NO
Cookery (Ducks)	Cookery (Duck)	NO
Cookery (Turkeys)	Cookery (Turkey)	NO
Crop insurance—Adjustment of claims	Crop insurance claims	YES
Developing countries in the press	Developing countries—Press coverage	YES
Disasters in the press	Disasters—Press coverage	YES
Diseases in the press	Diseases—Press coverage	YES
Distribution, Uniform (Probability theory)	Uniform distribution (Probability theory)	NO
East Indian Americans in the press	East Indian Americans—Press coverage	YES
Emigration and immigration in the press	Emigration and immigration—Press coverage	YES
Energy policy in the press	Energy policy—Press coverage	YES
Environmental protection in the press	Environmental protection—Press coverage	YES
Europe in the press	Europe—Press coverage	YES
Evolution in the press	Evolution—Press coverage	YES
Explorers in the press	Explorers—Press coverage	YES
Family in the press	Family—Press coverage	YES
Fatherhood in the press	Fatherhood—Press coverage	YES
Flower leis	Leis	YES
Food contamination in the press	Food contamination—Press coverage	YES
Foundrymen	Foundry workers	YES
Fratercula	Puffins	YES
Gangs in the press	Gangs—Press coverage	YES
Genetic engineering in the press	Genetic engineering—Press coverage	YES

Geographical discoveries in the press	Discoveries in geography—Press coverage	YES
Georgetown Square (Washington, D.C.)	Georgetown Park (Washington, D.C.)	NO
Germany—History—Kristallnacht, 1938	Kristallnacht, 1938	YES
Gray whale in the press	Gray whale—Press coverage	YES
Greece—Economic conditions—1918-	Greece—Economic conditions—1918-1974	NO
Greece—Economic conditions—1918-	Greece—Economic conditions—1974-	NO
Gulf Stream in art	Gulf Stream—In art	NO
Hague (Netherlands) in art	Hague (Netherlands)—In art	NO
Hamilton (N.Z.) in art	Hamilton (N.Z.)—In art	NO
Hate crimes in the press	Hate crimes—Press coverage	YES
Hawaii in art	Hawaii—In art	NO
Health risk assessment in the press	Health risk assessment—Press coverage	YES
Hesse (Germany) in art	Hesse (Germany)—In art	NO
Hispanic Americans in the press	Hispanic Americans—Press coverage	YES
Holocaust, Jewish (1939-1945), in the press	Holocaust, Jewish (1939-1945)—Press coverage	YES
Homophobia in the press	Homophobia—Press coverage	YES
Hospitals, Gynecologic and obstetric	Hospitals—Maternity services	YES
Hospitals, Gynecologic and obstetric	Women's hospitals	YES
Hospitals, Gynecologic and obstetric—Utilization	Hospitals—Maternity services—Utilization	YES
Hospitals, Voluntary	Voluntary hospitals	YES
Hunter classes	Hunter classes (Horse shows)	YES
Hussites in art	Hussites—In art	NO
Hussites in literature	Hussites—In literature	NO
Hydrobatidae	Storm petrels	YES
Implant dentures	Dental implants	YES
Implant dentures—Complications	Dental implants—Complications	YES
Implant dentures industry	Dental implants industry	YES
Indians in the press	Indians—Press coverage	YES
Industrial life insurance—Adjustment of claims	Industrial life insurance claims	YES
Industrial relations in the press	Industrial relations—Press coverage	YES
Insurance—Adjustment of claims	Insurance claims	YES
Insurance, Accident—Adjustment of claims	Accident insurance claims	YES
Insurance, Automobile—Adjustment of claims	Automobile insurance claims	YES
Insurance, Casualty—Adjustment of claims	Casualty insurance claims	YES
Insurance, Chiropractic services—Adjustment of claims	Chiropractic services insurance claims	YES
Insurance, Disability—Adjustment of claims	Disability insurance claims	YES
Insurance, Earthquake—Adjustment of claims	Earthquake insurance claims	YES
Insurance, Employers' liability—Adjustment of claims	Employer's liability insurance claims	YES
Insurance, Fire—Adjustment of claims	Fire insurance claims	YES
Insurance, Hail—Adjustment of claims	Hail insurance claims	YES
Insurance, Health—Adjustment of claims	Health insurance claims	YES
Insurance, Liability—Adjustment of claims	Liability insurance claims	YES
Insurance, Life—Adjustment of claims	Life insurance claims	YES
Insurance, Marine—Adjustment of claims	Marine insurance claims	YES
Insurance, Property—Adjustment of claims	Property insurance claims	YES

Insurance, Title—Adjustment of claims	Title insurance claims	YES
Insurance, Windstorm—Adjustment of claims	Windstorm insurance claims	YES
Ishiyamadera (Ōtsu-shi, Japan) in art	Ishiyamadera (Ōtsu-shi, Japan)—In art	NO
Israel—History—1948-1949	Israel—History—1948-1967	NO
Israel-Arab conflicts	Arab-Israeli conflict	NO
Israel-Arab conflicts—Uganda	Arab-Israeli conflict—1973-1993	NO
Israel-Arab conflicts in literature	Arab-Israeli conflict in literature	NO
Israel-Arab conflicts on postage stamps	Arab-Israeli conflict on postage stamps	NO
Italy—Social conditions—1976-	Italy—Social conditions—1976-1994	NO
Italy—Social conditions—1976-	Italy—Social conditions—1994-	NO
Italy in the press	Italy—Press coverage	YES
Japan Sea Coast (Japan) in art	Japan Sea Coast (Japan)—In art	NO
Jewish-Arab relations—To 1917	Jewish-Arab relations—History—To 1917	NO
Jewish-Arab relations—1917-	Arab-Israeli conflict	NO
Jewish-Arab relations—1917-	Jewish-Arab relations—History—1917-1948	NO
Jewish-Arab relations—1917-1949	Jewish-Arab relations—History—1917-1948	NO
Jewish-Arab relations—1949-	Arab-Israeli conflict	NO
Jewish-Arab relations—1949-1967	Arab-Israeli conflict—1948-1967	NO
Jewish-Arab relations—1967-1973	Arab-Israeli conflict—1967-1973	NO
Jewish-Arab relations—1973-	Arab-Israeli conflict—1973-1993	NO
Jewish-Arab relations—1973-	Arab-Israeli conflict—1993-	NO
Jewish-Arab relations in the press	Jewish-Arab relations—Press coverage	YES
Juan de Fuca Strait (B.C. and Wash.)	Juan de Fuca, Strait of (B.C. and Wash.)	NO
Kalahari Gemsbok National Park (Botswana)	Kalahari Gemsbok National Park (South Africa)	NO
Kanagawa-ken (Japan) in art	Kanagawa-ken (Japan)—In art	NO
Kartause Cella Salutis in art	Kartause Cella Salutis—In art	NO
Kasou Strait (Crete and Kásou Island, Greece)	Kasos Strait (Greece)	NO
Kayakeum	Kayagüm	YES
Kayakeum and changgo music	Kayagüm and changgo music	NO
Kayakeum music	Kayagüm music	NO
Kayakeum players	Kayagüm players	YES
Kendal (England) in art	Kendal (England)—In art	NO
Kings Canyon National Park (N.T.)	Watarrka National Park (N.T.)	NO
Kokawadera in art	Kokawadera—In art	NO
Kussassi language	Kusaal language	YES
Latin America in the press	Latin America—Press coverage	YES
Lebanon in art	Lebanon—In art	NO
Life style	Lifestyles	YES
Life style in literature	Lifestyles in literature	NO
Literary prizes in the press	Literary prizes—Press coverage	YES
Lorraine (France) in art	Lorraine (France)—In art	NO
Macaé de Cima Region (Brazil)	Reserva Ecológica de Macaé de Cima (Brazil)	NO
Magenta, Battle of, 1859	Magenta (Italy), Battle of, 1859	NO
Marches (Piano (4 hands) and reed-organ)	Marches (Piano (4 hands), reed organ)	NO
Marriage in the press	Marriage—Press coverage	YES
Masai Mara Game Reserve (Kenya)	Masai Mara National Reserve (Kenya)	NO
McCloud family	McLeod family	NO
McCutcheon family	McCutcheon family	NO
Mennonites in art	Mennonites—In art	NO
Meskhethians	Meskhethians (Turkic people)	YES
Meteorology—Tropics	Tropical meteorology	YES
Minimum wage in the press	Minimum wage—Press coverage	YES
Minorities in the press	Minorities—Press coverage	YES
Miyake Island Earthquake, 1962	Earthquakes—Japan—Miyake Island	
Monks Mound (East Saint Louis, Ill.)	Monks Mound (Ill.)	NO
Monopolies in the press	Monopolies—Press coverage	YES

Moon in art	Moon—In art	NO
Moravia (Czech Republic) in art	Moravia (Czech Republic)—In art	NO
Morvan (France) in art	Morvan (France)—In art	NO
Mourning customs, Jewish	Jewish mourning customs	YES
Museums in the press	Museums—Press coverage	YES
Nahe River Valley (Germany) in art	Nahe River Valley (Germany)—In art	NO
Napoleon I, Emperor of the French, 1769-1821, in bookplates	Napoleon I, Emperor of the French, 1769-1821—In bookplates	NO
NASDAQ Market System	NASDAQ (Computer network)	NO
Nephroma (Lichen)	Nephroma (Lichens)	YES
Nonverbal communication (Psychology)	Body language	YES
Nonverbal communication (Psychology) in literature	Body language in literature	NO
Nuclear energy in the press	Nuclear energy—Press coverage	YES
Nuclear industry in the press	Nuclear industry—Press coverage	YES
Nuclear weapons in the press	Nuclear weapons—Press coverage	YES
Organ-builders	Organ builders	YES
Outer space in art	Outer space—In art	NO
Papal visits in the press	Papal visits—Press coverage	YES
Pattern-makers	Pattern makers	YES
Petroleum industry and trade in the press	Petroleum industry and trade—Press coverage	YES
Physical appearance discrimination	Physical-appearance-based bias	YES
Piece-work	Piecework	YES
Pigmy madtom	Pygmy madtom	YES
Pogonomyrmex	Harvester ants	YES
Pogonomyrmex californicus	California harvester ant	YES
Pond cypress	Pondcypress	YES
Presidents in the press	Presidents—Press coverage	YES
Printing, Instant	Instant printing	YES
Prostitution in the press	Prostitution—Press coverage	YES
Psychiatry in the press	Psychiatry—Press coverage	YES
Punjab—History	Punjab (India)—History	NO
Punjab—History—Partition, 1947	Punjab (India)—History—Partition, 1947	NO
Pyrenees (France and Spain)	Pyrenees	NO
Quartets (Piano, reed-organ, flute, xylophone)	Quartets (Piano, reed organ, flute, xylophone)	NO
Quartets (Reed-organ, violins (2), violoncello)	Quartets (Reed organ, violins (2), violoncello)	NO
Razor-clams	Razor clams	YES
Recorded accompaniments (Alto)	Recorded accompaniments (Low voice)	NO
Recorded accompaniments (Soprano)	Recorded accompaniments (High voice)	NO
Reed-organ	Reed organ	YES
Reed-organ—Methods	Reed organ—Methods	NO
Reed-organ—Methods—Self-instruction	Reed organ—Methods—Self-instruction	NO
Reed-organ music (Reed-organs (2)), Arranged	Reed-organ music (Reed organs (2)), Arranged	NO
Refugees in the press	Refugees—Press coverage	YES
Reinsurance—Adjustment of claims	Reinsurance claims	YES
Responsa—1800-	Responsa—1800-1948	NO
Responsa—1800-	Responsa—1948-	NO
Rome (Italy) in art	Rome (Italy)—In art	NO
Rome in art	Rome—In art	NO
Rügen Island (Germany) in art	Rügen Island (Germany)—In art	NO
Sacred songs (High voice) with reed-organ	Sacred songs (High voice) with reed organ	NO
Sacred songs (Medium voice) with reed-organ	Sacred songs (Medium voice) with reed organ	NO
Sæbygård, Denmark	Sæbygård (Sæby, Nordjylland, Denmark)	NO
Sangihe language	Sangir language (Indonesia and Philippines)	YES
Sangir language	Sangil language	YES
Schleswig-Holstein (Germany) in art	Schleswig-Holstein (Germany)—In art	NO
Securities fraud in the press	Securities fraud—Press coverage	YES

Sex crimes in the press	Sex crimes—Press coverage	YES
Silk Road in art	Silk Road—In art	NO
Sjælland (Denmark) in art	Sjælland (Denmark)—In art	NO
Slash-mulch agricultural systems	Slash-mulch systems	YES
Social classes in the press	Social classes—Press coverage	YES
Social problems in the press	Social problems—Press coverage	YES
Solenidae	Razor clams	YES
Songs with reed-organ	Songs with reed organ	NO
Star trek fiction	Star Trek fiction	NO
Starfish populations	Marine invertebrate populations	YES
Starfish populations	Starfishes	YES
Street-railroads—Adjustment of claims	Street-railroads—Claims departments	YES
Suites (Reed-organ, 4 hands)	Suites (Reed organ, 4 hands)	NO
Sun in art	Sun—In art	NO
Ta-ch'ing shih (China) in art	Ta-ch'ing shih (China)—In art	NO
Taupo, Lake, Region (N.Z.) in art	Taupo, Lake, Region (N.Z.)—In art	NO
Telephone—Long distance	Long distance telephone service	YES
Telephone—Long distance—Access charges	Long distance telephone service—Access charges	YES
Terrorism in the press	Terrorism—Press coverage	YES
Todd, Sweeney (Fictitious character)	Todd, Sweeney (Legendary character)	NO
Tōkaidō (Japan) in art	Tōkaidō (Japan)—In art	NO
Tom Ring family	Ring family	NO
Trade-unions—Foundrymen	Trade-unions—Foundry workers	YES
Trade-unions in the press	Trade-unions—Press coverage	YES
Treasury bills—United States—Purchasing	Treasury bills—Purchasing—United States	
Treasury bills—United States—Purchasing—Data processing	Treasury bills—Purchasing—United States—Data processing	
Trifels (Germany) in art	Trifels (Germany)—In art	NO
Trios (Reed-organ, harps (2))	Trios (Reed organ, harps (2))	NO
Tropics in art	Tropics—In art	NO
Uluru National Park (N.T.)	Uluru-Kata Tjuta National Park (N.T.)	NO
Unemployment in the press	Unemployment—Press coverage	YES
Unesco in the press	Unesco—Press coverage	YES
Variations (Harpichord, reed-organ, celesta, vibraphone, violins (2), viola, violoncello)	Variations (Harpichord, reed organ, celesta, vibraphone, violins (2), viola, violoncello)	NO
Vietnam—History—Ly dynasty, 1010-1225	Vietnam—History—Lý dynasty, 1010-1225	NO
Violence in the press	Violence—Press coverage	YES
Wages—Foundrymen	Wages—Foundries	YES
War crime trials in the press	War crime trials—Press coverage	YES
War in the press	War—Press coverage	YES
Waterberg Park (Namibia)	Waterberg Plateau Park (Namibia)	NO
Westerns (Television programs)	Western television programs	YES
Wildlife rescue in the press	Wildlife rescue—Press coverage	YES
Willard, Archibald M., 1836-1918. "The spirit of '76"	Willard, Archibald M., 1836-1918. Spirit of '76	NO
William Pepper Statue (Philadelphia, Pa.)	Bitter, Karl Theodore Francis, 1867-1915. William Pepper Statue	NO
Women composers' music	Music by women composers	YES
Women in the press	Women—Press coverage	YES
Workers' compensation—Adjustment of claims	Workers' compensation claims	YES
Yamagata-ken (Japan) in art	Yamagata-ken (Japan)—In art	NO

SUBJECT HEADINGS REPLACED BY NAME HEADINGS

<i>Cancelled Subject Heading</i>	<i>Replacement Name Heading</i>
Adelphi, The (London, England)	Adelphi (London, England)
Ajami (Tel Aviv, Israel)	El 'Ajami (Tel Aviv, Israel)

Alt Garge (Germany : Concentration camp)	Alt Garge (Concentration camp)
Amersfoort (Netherlands : Concentration camp)	Amersfoort (Concentration camp)
Armenian Quarter (Jerusalem)	Rova' armeni (Jerusalem)
Banjica (Belgrade, Serbia : Concentration camp)	Banjica (Concentration camp)
Beaune-la-Rolande (France : Concentration camp)	Beaune-la-Rolande (Concentration camp)
Belzec (Poland : Concentration camp)	Belzec (Poland : Concentration camp)
Börgermoor (Germany : Concentration camp)	Börgermoor (Concentration camp)
Brens (Tarn, France : Concentration camp)	Brens (Concentration camp)
Buchenwald (Germany : Concentration camp)	Buchenwald (Concentration camp)
Ceramicus (Athens, Greece)	Kerameikos (Athens, Greece)
Colorado Mathematical Olympiad, Colorado Springs, Colo.	Colorado Mathematical Olympiad
Dautmergen (Germany : Concentration camp)	Dautmergen (Concentration camp)
Ebensee (Austria : Concentration camp)	Ebensee (Concentration camp)
Esterwegen (Germany : Concentration camp)	Esterwegen (Concentration camp)
Flossenbürg (Germany : Concentration camp)	Flossenbürg (Concentration camp)
Fuhlsbüttel (Germany : Concentration camp)	Fuhlsbüttel (Concentration camp)
Fünfeichen (Neubrandenburg, Germany : Concentration camp)	Lager "Fünfeichen" bei Neubrandenburg
Gross-Rosen (Poland : Concentration camp)	Gross-Rosen (Concentration camp)
Günthergrube (Poland : Concentration camp)	Günthergrube (Concentration camp)
Gusen (Austria : Concentration camp)	Gusen (Concentration camp)
Hersbruck (Germany : Concentration camp)	Hersbruck (Concentration camp)
Hessisch Lichtenau (Germany : Concentration camp)	Hessisch Lichtenau (Concentration camp)
Hinzert (Germany : Concentration camp)	Hinzert (Concentration camp)
Husum-Schwesing (Germany : Concentration camp)	Husum-Schwesing (Concentration camp)
Janowska (Ukraine : Concentration camp)	Janowska (Concentration camp)
Jasenovac (Croatia : Concentration camp)	Jasenovac (Concentration camp)
Jawischowitz (Poland : Concentration camp)	Jawischowitz (Concentration camp)
Kaufering (Germany : Concentration camp)	Kaufering (Concentration camp)
Kemna (Germany : Concentration camp)	Kemna (Concentration camp)
Kislau (Germany : Concentration camp)	Kislau (Concentration camp)
Klooga (Estonia : Concentration camp)	Klooga (Concentration camp)
Lackenbach (Austria : Concentration camp)	Zigeunerlager Lackenbach
Langlütjen II (Germany : Concentration camp)	Langlütjen II (Concentration camp)

Laventille Hills (Port of Spain, Trinidad and Tobago)	Laventille (Port of Spain, Trinidad and Tobago)
Le Vernet (France : Concentration camp)	Le Vernet (Concentration camp)
Marais (Saint-Etienne, Loire, France)	Le Marais (Saint-Etienne, Loire, France)
Mea Shearim (Jerusalem)	Me'ah She'arim (Jerusalem)
Melk (Austria : Concentration camp)	Melk (Concentration camp)
Million Man March, Washington, D.C., 1995)	Million Man March (1995 : Washington, D.C.)
Minnesota Elks Bowling Tournament, Minn.	Minnesota Elks Bowling Tournament
Mühldorf (Germany : Concentration camp)	Mühldorf (Concentration camp)
NASDAQ Market System	Nasdaq Stock Market
Niederhagen (Germany : Concentration camp)	Niederhagen (Concentration camp)
Nisko (Poland : Concentration camp)	Nisko (Concentration camp)
Nordmark (Kiel, Germany : Concentration camp)	Nordmark (Concentration camp)
Oberer Kuhberg (Ulm, Germany : Concentration camp)	Kuhberg (Concentration camp)
Ochtumsand (Germany : Concentration camp)	Ochtumsand (Concentration camp)
Ohel Moshe (Jerusalem)	Ohel Mosheh (Jerusalem)
Osthofen (Germany : Concentration camp)	Osthofen (Concentration camp)
Plaszów (Poland : Concentration camp)	Plaszów (Concentration camp)
Polen-Jugendverwahrlager (Łódź, Poland : Concentration camp)	Polen-Jugendverwahrlager Litzmannstadt
Poniatowa (Poland : Concentration camp)	Poniatowa (Concentration camp)
Potomac Palisades (Washington, D.C.)	Palisades (Washington, D.C.)
Punjab	Punjab (India)
Quartier des Arcenaulx (Marseille, France)	Arcenaulx (Marseille, France)
R/3 (Computer system)	SAP R/3
Rieucros (France : Concentration camp)	Rieucros (Concentration camp)
Rivesaltes (France : Concentration camp)	Rivesaltes (Concentration camp)
Saint John's Anglican Cemetery (Innisville, Ont.)	St. John's (Anglican) Church Cemetery (Innisville, Ont.)
Saint Patrick's Roman Catholic Cemetery (Nepean, Ont.)	St. Patrick's Roman Catholic Cemetery (Nepean, Ont.)
Shuwaykh (Kuwait, Kuwait)	Ash Shuwaykh (Kuwait, Kuwait)
Skarżysko-Kamienna (Poland : Concentration camp)	Skarżysko-Kamienna (Concentration camp)
Skopje (Macedonia : Concentration camp)	Skopje (Concentration camp)
Stalag Luft I (Germany : Concentration camp)	Stalag Luft I
Stalag Luft 3 (Zagań, Poland : Concentration camp)	Stalag Luft III
Struthof (Natzwiller, France : Concentration camp)	Struthof (Concentration camp)
Stutthof (Poland : Concentration camp)	Stutthof (Concentration camp)
T'ien ch'iao (Peking, China)	T'ien-ch'iao (Peking, China)
Tacloban (Philippines : Concentration camp)	Tacloban (Concentration camp)
Trawniki (Poland : Concentration camp)	Trawniki (Concentration camp)

Tromelin	Tromelin Island
Vechelde (Germany : Concentration camp)	Vechelde (Concentration camp)
Ville Parle (Bombay, India)	Vile Parle (Bombay, India)
Volkovysk (Belarus : Concentration camp)	Volkovysk (Concentration camp)
Vught (Vught, Netherlands : Concentration camp)	Vught (Concentration camp)
Ward No. 15 (Kathmandu, Nepal)	Swayambhu (Kathmandu, Nepal)
West Milwaukee (Milwaukee, Wis.)	West End (Milwaukee, Wis.)
Westerbork (Netherlands : Concentration camp)	Westerbork (Concentration camp)
Wiener Neustadt (Austria : Concentration camp)	Wiener Neustadt (Concentration camp)
Wittmoor (Norderstedt, Germany : Concentration camp)	Wittmoor (Concentration camp)
Zbąszyń (Poland : Concentration camp)	Zbąszyń (Concentration camp)

MARC

The following language names and codes have been added to the 1996 edition of *USMARC Code List for Languages*:

Akatek [myn]
 Bantawa [sit]
 Be [tai]
 Biali [nic]
 Hunde [bnt]
 Illinois [alg]
 Ingilo [geo]
 Inoke [paa]
 Itsekiri [nic]
 Judeo-Italian [ita]
 Kongara [paa]
 Koozime [bnt]
 Kriol [cpe]
 Mangarayi [paa]
 Manggarai (Indonesia) [map]
 Miami (Ind. and Okla.) [alg]
 Mouk [map]
 Nancowry [mis]
 Ngiti [ssa]
 Nukunu [paa]
 Piratapuyo [sai]
 Pwo Karen [kar]
 Sangir (Indonesia and Philippines) [map]
 Sissala [nij]
 Tharaka [bnt]
 Tidore [map]
 Unami jargon [crp]
 Yukaghir [mis]

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