

# **Fundamentals of Library of Congress Classification**

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ALCTS and the Program for Cooperative Cataloging (PCC) developed this course jointly to provide additional training opportunities for the larger library community, including both PCC and non-PCC participants. The workshop focuses on the application of Library of Congress Classification numbers to bibliographic records. It is useful for general audiences and for member institutions of the PCC BIBCO and SACO Programs. *Institutions interested in contributing new or changed numbers to the Library of Congress Classification system are invited to read about PCC SACO membership on the web page: <http://www.loc.gov/catdir/pcc/saco/saco.html>*

***(1) Instructor Manual – (2) Trainee Manual***

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## Foreword

The Association for Library Collections and Technical Services (ALCTS) and the Program for Cooperative Cataloging (PCC) have joined forces to develop a program designed to teach skills in using Library of Congress Classification. This joint initiative is a logical outgrowth of the missions of both organizations. As reflected in their respective strategic plans, each has a strong commitment to training and continuing education.

The partnership to create training programs in basic cataloging skills began with a workshop on subject cataloging using Library of Congress Subject Headings. This was followed by a workshop on name and title authority work. In 2004, a task force was appointed to develop a new workshop on Library of Congress Classification. The task force was charged with: identifying the potential audience for the material; evaluating existing materials; determining the comprehensiveness of course materials; developing an outline of topics to be covered in the course; and writing and editing the training materials. The task force was also assigned to present one session of the training materials at the Annual Conference of the American Library Association in June 2006 and to present the entire suite of materials at an ALCTS preconference at the 2007 ALA Annual Conference in Washington, D.C.

The task force has used as its models the course *Basic Subject Cataloging Using LCSH* and the courses of the Serials Cataloging Cooperative Training Program (SCCTP), both of which provide standardized training materials and skilled professionals to deliver training to catalogers in the field. This model relies on library associations, networks, and institutions to sponsor the workshops and use the materials developed.

The content developed for *Fundamentals of Library of Congress Classification* is jointly owned by ALCTS and the PCC, and will be maintained by a joint task group. The Library of Congress' Cataloger's Learning Workshop is the publisher and distributor of the workshop materials.

Lori Robare  
Chair, ALCTS/CCS-PCC Task Force on Library of Congress Classification Training

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## Fundamentals of Library of Congress Classification

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### Goals of the workshop

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- Provide attendees with an understanding of the principles and practices of Library of Congress Classification
- Teach general skills in classification and shelflisting
- Provide guidance in the use of classification tools
- Give attendees practice creating complete LC call numbers


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# Overview of Classification

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## Session 1



## This session covers:

- What is classification?
- Basic classification terminology
- Selected classification systems
- Choosing a classification system
- Is classification necessary?

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“Classification is everywhere. We classify birds and animals, languages and ethnic groups, stars, volcanoes, minerals and clouds, wine and blood, and colours and roses...

“It is natural to the human mind to classify, and essential if we want to make sense of the world, which is full of unique creatures and objects.”

from *Essential Classification*, by Vanda Broughton



## What is classification?

- Classification in general
  - The placing of subjects into categories
  - Provides a system for organizing, categorizing knowledge
  - Roots of current classification systems go back to Aristotle's classical theory of categories



## Classification of books

If you were organizing a collection of books, how might you arrange them?

- Author's last name
- Title
- Subject
- Size
- Color
- Hardback vs. paperback
- Publisher

*"Public orderings"*

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## Classification of books (2)

- Read and unread books
  - Order of acquisition
  - Provenance
  - Sentimental value
- 
- According to a classification system such as LCC or DDC

*"Private orderings"*

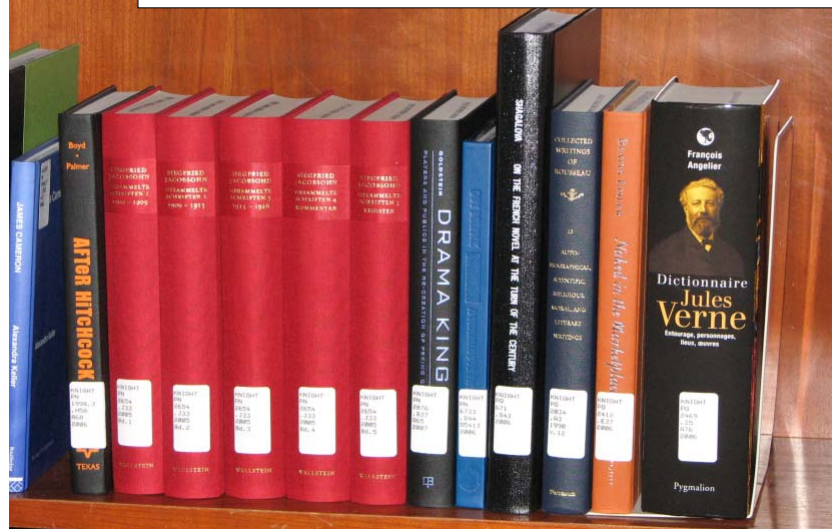
8

## Classification in libraries

- Use of a systematic scheme for the arrangement of books and other materials
- Purpose:
  - Bring related items together in a useful sequence from the general to the specific
  - Provide a shelving location that patrons use to locate materials
  - Enable patrons to browse collections on a topic, either in person or online

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One result of classification in libraries:  
Books with call number labels on shelves





## Early library classification systems

- Various types of arrangement: by broad subject, author, title, order of acquisition, size
- Often used “fixed location” – book assigned a spot on a particular shelf
- Starting in 16<sup>th</sup> century, librarians devised many classification schemes
  - Jefferson’s system (based on Francis Bacon’s outline of knowledge) most well known
  - None really caught on till end of 19<sup>th</sup> century

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## Some early developers & systems

- Francis Bacon
  - 1605, published his outline of knowledge
- Jean Le Rond d’Alembert
  - 1751, published ideas on how Diderot’s Encyclopédie might be arranged
- Thomas Jefferson
  - System based on Bacon and d’Alembert
- Melvil Dewey
  - *Dewey Decimal Classification*
- Charles Ammi Cutter
  - *Expansive Classification*

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## Basic terminology

### Classify:

To categorize, in order to arrange books on the shelves according to subject, using a classification system

### Classification schedules:

The books (or files) that contain class numbers

### Notation:

The system of symbols used to represent the classes in a classification system

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## General process for classification

- Analyze the subject content of the work
  - Summarize the primary subject focus of the work as a whole
  - Possible next step: Formulate subject headings that express what the work is about (not the focus of this workshop)
- Go to the classification schedules and determine where the item should be placed within that scheme
- Assign the class number
- As appropriate for the scheme, add additional elements to the class number

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## Types of classification schemes

- Hierarchical
  - Subjects are divided hierarchically, from general to specific
- Enumerative
  - All aspects of a subject are explicitly provided for in the schedules
- Analytico-synthetic
  - Commonly occurring concepts (place, form, etc.) are listed once and notation is used to build or synthesize numbers
- Faceted
  - Does not assign fixed numbers to subjects, but combines facets of a subject in a composite number

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## Selected classification schemes

- Most common in U.S. libraries:
  - Dewey Decimal Classification (DDC)
  - Library of Congress Classification (LCC)
  - Superintendent of Documents (SuDocs)
  - National Library of Medicine (NLM)
- More common outside U.S.:
  - Universal Decimal Classification (UDC)
  - Colon Classification (CC)

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## Brief look at DDC & LCC

City on the Seine: Paris in the time of Richelieu  
and Louis XIV / Andrew Trout, 1996.

DC  
729  
.T76  
1996

*DDC* → 944.361033  
T58c

← *LCC*

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## Dewey Decimal Classification (DDC)

- Developed by Melvil Dewey in 1876
- Widely used by public and school libraries in the U.S.
- Used in more than 135 countries
- Translated into over 30 languages
- DDC now owned by OCLC, available in print and web editions

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## Library of Congress Classification (LCC)

- Designed to arrange LC's collections
- Widely used in academic libraries
- Enumerative – more is spelled out in the schedules
- Larger – over 40 separate volumes
- Economical notation (shorter numbers)

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## Considerations in choosing a classification scheme

- Focus of the collection to be classified
  - General or specialized?
- Maintenance of the schedules
  - Revised to accommodate new subjects?
  - Do revisions require reclassification?
- Cost
  - Availability of catalog copy using the scheme
  - Cost of the schedules, print and/or electronic
- Personnel issues
  - Professional/paraprofessional staff, students, volunteers?

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## Advantages to using LCC vs. DDC?

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- Widely available on catalog copy with complete call number
- Relatively unlimited expansion, not requiring wholesale revision
- Shorter numbers
- Cooperative opportunity to introduce new numbers

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## Disadvantages of using LCC vs. DDC?

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- Lack of consistency among schedules
- Too large for an individual to fully master
- No single index
- Too complex for children's collections
- Based on literary warrant from LC's collections
- Parts of its organization still reflect 19th/early 20th century worldview

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## Is classification necessary?

- Importance of classified shelving for browsing
  - It can be difficult to determine which books are most relevant solely from info in catalog records
  - Focused browsing within books organized by subject enables in-depth research
  - Enables discovery by serendipity or recognition
- Why classify:
  - Material in closed stacks?
  - Remote electronic resources?
  - “Call number = shelf location”

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## Is classification necessary? (2)

- Classification as collocation of all resources
  - Allow for browsing of all materials in collection, physical or intangible, on shelf or not
  - Benefits for collection analysis
  - Browsing e-journal or database lists
  - Used by some Internet resource directories as a means for organizing resources

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North Carolina State University Libraries catalog

**Catalog Search:**

**Search 'global warming':**  
We found **728** matching items. Limit results to [currently available items](#).

**Narrow By Call Number Range:**

B - Philosophy. Psychology. Religion (3)	N - Fine Arts (1)
E - History: America (3)	P - Language and literature (4)
G - Geography. Anthropology. Recreation (78)	Q - Science (277)
H - Social sciences (93)	R - Medicine (6)
J - Political Science (7)	S - Agriculture (30)
K - Law in general. Comparative and uniform law. Jurisprudence ... (12)	T - Technology. (46)

<http://www.lib.ncsu.edu/catalog/>

**Narrow Results By:**

**Subject: Topic**  
· [Global warming](#) (400)

**Brief View | Full View** **Sort By:**

- Rising waters [videorecording] : global warming and the fate of the Pacific Islands**  
**Author:** Torrice, Andrea.  
**Published:** c2000.  
**Format:** Book; Video cassette

**Catalog Search:**

**Search 'global warming':** **S - Agriculture**   
We found **30** matching items. Limit results to [currently available items](#).

**Narrow By Call Number Range:**

S1 - S946.50 Agriculture (General) (12)	SF1 - SF1100 Animal culture (1)
SB1 - SB1110 Plant culture (4)	SH1 - SH691 Aquaculture. Fisheries. Angling (4)
SD1 - SD669.50 Forestry (9)	

**Narrow Results By:**

**Subject: Topic**  
· [Climatic changes](#) (17)  
· [Global warming](#) (10)  
· [Climatic factors](#) (7)  
· [Effect of global warming on](#) (6)  
· [Crops and climate](#) (5)  
[Show More ...](#)

**Subject: Genre**  
· [Congresses](#) (9)  
· [Bibliography](#) (1)

**Brief View | Full View** **Sort By:**

- Crops and environmental change : an introduction to effects of global warming, increasing atmospheric CO<sub>2</sub> and O<sub>2</sub> concentrations, and soil salinization on crop physiology and yield**  
**Author:** Pritchard, Seth G.  
**Published:** c2005.  
**Format:** Book  
**D.H. Hill Library**  
SB112.5 .P75 2005      Stacks (8th floor)      **Checked Out**  
SB112.5 .P75 2005      Stacks (8th floor)      **Checked Out**
- Storing carbon in agricultural soils to help mitigate global warming**  
**Published:** [2000].  
**Format:** Book  
**D.H. Hill Library**  
S592.6 .C35 S76 2000      Stacks (8th floor)      **Available**

**Catalog Search:**

**Search 'global warming':** [S - Agriculture](#) > [SD1 - SD669.50 Forestry](#) ☒

We found 9 matching items. Limit results to [currently available items](#).

**Narrow By Call Number Range:**  
[SD390.50 - SD390.70 Forest meteorology. Forest microclimatol ...](#) (5) [SD391 - SD410.90 Silviculture](#) (3)

**Narrow Results By:** [Brief View](#) | [Full View](#) **Sort By:**

**Subject: Topic**  
 · [Climatic changes](#) (5)  
 · [Effect of global warming on](#) (4)  
 · [Forest management](#) (3)  
 · [Global warming](#) (3)  
 · [Forest microclimatology](#) (3)  
[Show More ...](#)

**Subject: Genre**  
 · [Congresses](#) (2)

**Format**  
 · [Book](#) (9)

1. [A brief history of forest management in the American South : implications for large-scale reforestation to slow global warming](#)  
 Author: Hughes, Joseph H.  
 Published: [1990]  
 Format: Book  
 Natural Resources Library  
 SD409 .H84 1990      Stacks      [Available](#)
2. [Climate change and the forest sector : possible national and subnational legislation](#)  
 Author: Rosenbaum, Kenneth L.  
 Published: 2004.  
 Format: Book; eBook  
 Online: [View resource online](#)  
 Natural Resources Library  
 SD390.7 .C55 R68 2004      Stacks      [Available](#)

**WNCLN**  
western north carolina library network

Appalachian State University  
University of North Carolina at Asheville  
Western Carolina University

[Home](#) [About WNCLN](#) [Help](#) [About ABC Express](#) [My Account](#)

[Basic](#) [Advanced Keyword](#) [Browse](#) [Periodical Title](#) [DVD/Video](#) [Reserves](#)

**Other Searches**

**Browse catalog by Library of Congress Class:**

- [A - General works \(Reference books, Collections\)](#)
- [B - Philosophy, Psychology, Religion. Mythology](#)
- [C - History of civilization. Archaeology, etc.](#)
- [D - History \(Europe, Asia, Africa, Oceania\)](#)
- [E - History \(United States\)](#)
- [F - History \(United States local history. Canada. Latin America\)](#)
- [G - Geography. Maps. Environmental Science. Anthropology. Recreation](#)
- [H - Social sciences \(Economics, Business, Finance, Sociology\)](#)
- [J - Political science](#)
- [K - Law](#)
- [L - Education](#)
- [M - Music](#)
- [N - Art](#)
- [P - Languages and Literature](#)
- [Q - Sciences \(Mathematics, Computers, Astronomy, Physics, Chemistry, Biology\)](#)
- [R - Medicine](#)
- [S - Agriculture. Gardening. Veterinary medicine](#)

<http://wncln.wncln.org/>

## Partial results, browsing H in WNCLN catalog

**HV1-HV9960--Social pathology. Social welfare. Criminology** ([more detail](#))

- [HV40-HV69](#) --Social service. Social work. Charity ([more detail](#))
- [HV85-HV525](#) --By region or country ([more detail](#))
- [HV530-HV530](#) --The church and charity ([more detail](#))
- [HV541-HV541](#) --Women and charity ([more detail](#))
- [HV544-HV544](#) --Charity fairs--bazaars--etc. ([more detail](#))
- [HV544.5-HV544.5](#) --International social work ([more detail](#))
- [HV547-HV547](#) --Self-help groups ([more detail](#))
- [HV551.2-HV639](#) --Emergency management ([more detail](#))
  - [HV553-HV639](#) --Relief in case of disasters ([more detail](#))
    - [HV560-HV583](#) --Red Cross. Red Crescent ([more detail](#))
    - [HV599-HV639](#) --Special types of disasters ([more detail](#))
- [HV640-HV645](#) --Refugee problems ([more detail](#))
- [HV650-HV670](#) --Life saving ([more detail](#))
- [HV675-HV677](#) --Accidents. Prevention of accidents ([more detail](#))
- [HV680-HV696](#) --Free professional services ([more detail](#))
- [HV697-HV4959](#) --Protection--assistance and relief ([more detail](#))

<http://www.columbia.edu/cu/libraries/inside/projects/metadata/classify/>



**Columbia University  
Libraries Digital  
Program  
Columbia HILCC  
A Hierarchical Interface to  
LC Classification**

Path: [Digital Library Projects](#) : [Metadata Projects](#)  
: [Columbia HILCC](#)

Columbia's Hierarchical Interface to LC Classification (*Columbia HILCC*) interface uses the LC Classification numbers provided in standard catalog records to generate a structured menuing system for subject access on the web. The HILCC mapping table — jointly developed and maintained by the Libraries Digital Program Division and cataloging and reference staff — links each LC classification range with entry vocabulary in a three-or 4-level subject tree, for example:



<b>LC Range:</b>	GN 301.0000 - GN 674.9990
<b>Maps to:</b>	Social Sciences -- Anthropology -- Ethnology

**HILCC  
Documentation**

- [Subject Map](#) ↗
- [Sort by Categories](#) ↗
- [Sort by Classification](#) ↗
- [Subject Browse \(review\)](#)
- [Keyword A-Z \(review\)](#)
- [HILCC Update Log](#) ↗

COLUMBIA UNIVERSITY LIBRARIES

## E-JOURNALS

### Ethnology

Libraries & Collections | Catalogs | E-Resources | Request It | Ask Us | Using the Libraries

Path: [Subjects](#) > [Social Sciences](#) > [Anthropology](#) > [Ethnology](#)

Search:  :   [Search Tips](#)

Display:  Go to page: [Prev](#) [1](#) [Next](#)

Results: 37    Displayed: 1-37    Time: 0.65 sec

**[Anthropology of consciousness \(Online\)](#) —**  
(also known as: *AOC*)  
—[Arlington, VA] : American Anthropological Association, c1990- — ISSN: 1556-3537  
**Bookmark as:** <http://www.columbia.edu/cgi-bin/cul/resolve?clio5312082>  
**Note:** Full text available from Anthrosource 03/01/1990 to 2003

**[Anthropology of food \(Online\)](#) —**  
(also known as: *Presentation anthropology of food webjournal, AoFood, AOF*)  
—Bordeaux, France : Anthropology of food, 2001- — ISSN: 1609-9168  
**Bookmark as:** <http://www.columbia.edu/cgi-bin/cul/resolve?clio5511706>  
**Note:** Full text available from Directory of Open Access Journals 2001 to present

**[Anthropology of work newsletter \(Online\)](#) —**  
(also known as: *Newsletter, anthropology of work, AWW*)  
—San Antonio, Tex. : Society for the Anthropology of Work, -1982.  
**Bookmark as:** <http://www.columbia.edu/cgi-bin/cul/resolve?clio5611108>  
**Note:** Full text available from Anthrosource 03/01/1980 to 11/30/1982



## Summary

- Classification provides a system for organizing and categorizing knowledge
- A number of different systems can be used for classification in libraries
- Classification of information resources is important:
  - As a shelving/location device
  - For collocation of resources
  - To facilitate discovery of resources, whether physical or electronic

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## Brief History of the Library of Congress Classification (LCC)

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### Session 2

1



### This session covers:

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- Purpose
- Brief history of the development of LCC
- Publication history
- LCC schedules today
  
- Source: Lois Mai Chan, *A Guide to the Library of Congress Classification*, 5th edition (Englewood, CO: Libraries Unlimited, 1999)

2



## Purpose

- Developed by the Library of Congress for organizing its own collections
- Adopted by other libraries, particularly academic and research libraries
- Initially a shelf-location device
- A useful retrieval tool in online systems
- Limited use as a tool for organizing web resources

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## Brief history

- The Library of Congress established in 1800 when the American legislature was preparing to move from Philadelphia to the new capital city of Washington, D.C.
- Section five of "An Act to Make Further Provision for the Removal and Accommodation of the Government of the United States," signed by President John Adams on April 24, 1800, provided a sum of \$5,000 "for the purchase of such books as may be necessary for the use of Congress and the said city of Washington, and for fitting up a suitable apartment for containing them."

(John Y. Cole, ed., *The Library of Congress in Perspective: A Volume Based on the Reports of the 1976 Librarian's Task Force and Advisory Groups*, 1978)



## Brief history (2)

- Early on, books were grouped by size and, within size groups, by accession number, as reflected in the first (1802) and the second (1804) LC catalogs
- The first recorded change in the arrangement of the collection reflected in the Library's third catalog (1808), showing added categories for special bibliographic forms such as plans, state laws, legislative and executive reports and papers, financial reports, and gazettes.

(Leo E. LaMontagne, *American Library Classification with Special Reference to the Library of Congress* (Hamden, CT: Shoe String Press, 1961), 44-45)

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## Brief history (3)

- Burning of the US Capitol and the Library of Congress's collection in 1814 by British soldiers
- Purchase of Thomas Jefferson's personal library of 6,487 books, classified by Jefferson's own system
- Library of Congress retaining Jefferson's classification system

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## Brief history (4)

- Expansion of the Library's collection from seven thousand books to nearly one million by 1890s
- LC's move to a new building in 1897
- Contemplation of a new classification scheme for the Library
- Decision for its development in 1900
- Provisional outline proposed in 1901

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## Brief history (5)

- James C. M. Hanson, Head of the Catalogue Division, and Charles Martel, the newly appointed Chief Classifier, responsible for new classification scheme
- Use of Cutter's *Expansive Classification* as a guide for the order of classes in the broad outline of the LC Classification
- Considerable changes made in notation

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## Hanson's first outline (1899)

A	1-200	Polygraphy; Encyclopedias; General Periodicals; Societies &c.
A	201-3000	Philosophy
A	3001-B9999	Religion; Theology; Church history
C	1-9999	Biography; and studies auxiliary to history
D	1-9999	General history; periods; and local (except America) with geography
E-F		America; history and geography
G		Geography; general; and allied studies (e.g. Anthropology and Ethnology)
H	1-2000	Political science
H	2001-9999	Law
I	1-8000	Sociology
I	8001-9999	Women; Societies, clubs etc.
J	1-2000	Sports; amusements
J	2001-9999	Music
K		Fine arts
L-M		Philology & Literature
N		Science; Mathematics; Astronomy; Physics; Chemistry
O		Natural history; general; Geology
P		Zoology; Botany
Q		Medicine
R		Useful arts; Agriculture
S		Manufactures
T		Engineering
U		Military, Naval science; light houses; life saving; fire extinction
V-Y		Special collections
Z		Bibliography (Book arts)

(LaMontagne, *American Library Classification*, 228-29)

## Current outline

A	-- GENERAL WORKS
B	-- PHILOSOPHY. PSYCHOLOGY. RELIGION
C	-- AUXILIARY SCIENCES OF HISTORY
D	-- HISTORY (GENERAL) AND HISTORY OF EUROPE
E	-- HISTORY: AMERICA
F	-- HISTORY: AMERICA
G	-- GEOGRAPHY. ANTHROPOLOGY. RECREATION
H	-- SOCIAL SCIENCES
J	-- POLITICAL SCIENCE
K	-- LAW
L	-- EDUCATION
M	-- MUSIC
N	-- FINE ARTS
P	-- LANGUAGE AND LITERATURE
Q	-- SCIENCE
R	-- MEDICINE
S	-- AGRICULTURE
T	-- TECHNOLOGY
U	-- MILITARY SCIENCE
V	-- NAVAL SCIENCE
Z	-- BIBLIOGRAPHY. LIBRARY SCIENCE. INFORMATION RESOURCES (GENERAL)



## Order of publication of LCC schedules

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1901	E-F	History: America (Western Hemisphere)
1902	Z	Bibliography. Library science

- Additional schedules were developed throughout the twentieth century
- Development of new schedules is ongoing

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## Brief history (6)

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- Each schedule contains an entire class, a subclass, or a group of subclasses
- Individual schedules of LCC developed and maintained by subject experts
- Conversion from print to electronic format beginning in early 1990s
- Conversion using the *USMARC* (now called MARC 21) *Classification Format*

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## Outline of LC Classification

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### Session 3



### This session covers:

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- Outline of classes and subclasses
- Interpreting the classification schedules
  - Indention
  - Notes
- Format of the schedules
- General pattern of subarrangement within classes



## General characteristics of schedules

- Developed independently by different groups of subject specialists
- Enumerative -- aspects of a subject explicitly provided by the schedules
- Based on literary warrant
- Unifying elements common to all schedules
  - Physical format (print schedules)
  - Internal arrangement of classes and subclasses
  - Notation
  - Auxiliary tables
- General to specific, creating a hierarchical display
  - Levels of hierarchy are indicated by indentation

3



## Broad outline of LCC

- I. General Works (A)
- II. Humanistic Disciplines & Social Sciences (B-P)
  - Philosophy, Religion, History, Geography  
Anthropology, Social Sciences, Music, Fine Arts, Language & Literature
- III. Natural Sciences & Technology (Q-V)
  - Math, Physical & Biological Sciences,  
Medicine, Agriculture, Technology, Military & Naval Sciences
- IV. Bibliography & Library Science (Z)

4



## Main classes (1)

- Entire field of knowledge divided into main classes
- Roughly equal to academic disciplines or areas of study
- Denoted by single capital letters

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## Main classes (2)

- |                                    |                                  |
|------------------------------------|----------------------------------|
| A General works                    | M Music                          |
| B Philosophy, Psychology, Religion | N Fine Arts                      |
| C History - Auxiliary              | P Language & Literature          |
| D History - Universal & Old World  | Q Sciences                       |
| E-F History of the Americas        | R Medicine                       |
| G Geography                        | S Agriculture                    |
| H Social Sciences                  | T Technology                     |
| J Political Science                | U Military Science               |
| K Law                              | V Naval Science                  |
| L Education                        | Z Bibliography & Library Science |

6



## Subclasses (1)

- Represent branches of the disciplines
- Denoted by double or triple capital letters

S – Agriculture

SB – Plant culture

SD – Forestry

SF – Animal culture

SH – Aquaculture. Fisheries. Angling

SK – Hunting sports

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## Subclasses (2)

- Schedules D and K use triple letters

DAW – History of Central Europe

KBP – Islamic law

KFA – Law of U.S. States, Alabama to Arkansas

- Schedules E and F use only single letters

E-F History: America

E – United States (General)

F – United States local history. Canada. Latin America

8



## Structure of LC Classification

- Basic arrangement is by discipline
- Various aspects of a subject are generally not grouped together, but are classed with the discipline
  - Agriculture:
    - technical aspects in S (Agriculture)
    - agricultural economics in HD (sub-class of Economics)

9



## Structure of LC Classification (2)

- Railroads:
  - Railroad engineering in TF (sub-class of technology)
  - Organization and management of railroads in HE (transportation and communication, a sub-class of economics)
- Remember: LCC separates books on the same subject by discipline

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## Within each subclass...

- Subclasses further divided to specify form, place, time & subtopics
- Topical divisions often further subdivided by subtopics
- Denoted by integers 1-9999, some with decimal extensions
- Some subtopics may also be denoted by a Cutter number (e.g., .M84)

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## Some subject divisions in QH Biology (General)

- |               |                  |
|---------------|------------------|
| ■ QH359-425   | Evolution        |
| ■ QH426-470   | Genetics         |
| ■ QH471-489   | Reproduction     |
| ■ QH501-531   | Life             |
| ■ QH540-549.5 | Ecology          |
| ■ QH573-671   | Cytology         |
| ■ QH705-705.5 | Economic biology |

12

**QH                      Biology (General)****Ecology**

Class here works on general ecology and general animal ecology. For works on ecology of individual animals and groups of animals, see the animal

For human ecology see GF1+

For ecology of a particular topographic area see QH101+

For plant ecology see QK900+

Cf. BL65.E36 Ecology and religion

Cf. HX550.E25 Communism and ecology

Cf. QH546 Ecological genetics

- 540                      Periodicals, societies, congresses, serial publications
- 540.3                  Collected works (nonserial)
- 540.4                  Dictionaries and encyclopedias
- 540.5                  Philosophy
- 540.6                  Nomenclature, terminology, notation, abbreviations
- 540.7                  Classification

**QH                      Biology (General)****Ecology****History**

- 540.8                      General works
- 540.83.A-Z              By region or country, A-Z
- Biography see QH26+
- 541                      General works, treatises, and textbooks
- 541.13                  Popular works
- 541.14                  Juvenile works
- 541.142                Handbooks, tables, formulas, etc.
- 541.145                Addresses, essays, lectures
- 541.15.A-Z            Special aspects of the subject as a whole, A-Z:
- 541.15.A9              Autoradiographic techniques
- 541.15.B54            Biological assay
- 541.15.B56            Biological diversity
  - For local, see QH84.1+
  - For physiographic divisions see QH84.8+
  - Cf. QH75+ Biological diversity conservation
  - Cf. QH541.15.S64 Species diversity
  - Cf. QK46.5.D58 Plant diversity
- 541.15.B84            Buffer zones
- 541.15.C44            Chemical ecology



## Interpreting the schedules

- Meaning is contained in the captions, not in the class numbers
- Class numbers merely serve to order the captions
- Subordination of topics is shown through indention of captions

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## Interpreting the schedules (2)

- Decimal numbers do not necessarily reflect subtopics of the whole number
- Decimal numbers do show that the class number was not part of the original schedule
- Parenthesized numbers are not to be used; represent class numbers that were valid in the past
- Angle brackets around a number or span of numbers indicate that LC provides this number as an option but does not use it

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## Notes used in schedules

- Scope notes
  - Explain what the classification covers
  - Used when similar topics occur in different areas
  - Designated by “Class here”
- Explanatory “see” notes
  - Used when a topic logically belongs in one division, but is covered elsewhere
  - Designated by “For”

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QE	GEOLOGY
	Reptiles
861	General works, treatises, and textbooks
	Dinosaurs
	→ Class here works on dinosaurs in general
	→ For works on specific orders of dinosaurs see QE862.A-Z
861.2	Periodicals, societies, congresses
861.3	Dictionaries
861.35	Computer network resources Including the Internet
861.4	General works
861.5	Juvenile works

## Notes used in schedules (2)


- “See” notes
  - Used to indicate topics relocated to other parts of the schedule(s)
  - Former number removed or, often, parenthesized

QE	GEOLOGY
	Reptiles
862.A-Z	Other systematic divisions, A-Z
862.C5	Chelonia. Testudinata
862.C7	Cotylosauria
862.C8	Crocodylia
→ (862.D4)	Dicynodontia see QE862.T5

## Notes, cont.

- “Including” notes
  - Provides examples of the topics covered by a particular caption
- Confer notes
  - Designated by the abbreviation “Cf.”
  - Indicates other aspects of the topic may be found elsewhere in the schedule(s)

QK	BOTANY
83	Plant lore
	→ Cf. GR780-790 Folklore
	National plants. Official plants
	→ Including state, provincial, etc. plants
84.8	General works
	By region or country
85	United States
85.3.A-Z	Other regions or countries, A-Z
<hr/>	
97.5	Identification
	→ For geographic treatment see QK108-474.5



## Physical format

- Each print schedule contains
  - Preface
  - Broad outline with subclasses
  - Detailed outline with 2 or 3 levels of hierarchy
  - Schedule (the actual class numbers)
  - Tables
  - Index

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	<b>Q Science</b>	<i>Broad outline</i>
<hr/>		
Science (General)	Q	
Mathematics	QA	
Astronomy	QB	
Physics	QC	
Chemistry	QD	
Geology	QE	

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<b>OUTLINE</b>		
Q1-390	Science (General)	
Q1-295	General	
Q300-390	Cybernetics	
Q350-390	Information theory	
QA1-939	Mathematics	<i>Detailed outline</i>
QA1-43	General	
QA47-59	Tables	
QA71-90	Instruments and machines	
QA75-76.95	Calculating machines	
QA75.5-76.95	Electronic computers. Computer science	
QA76.75-76.765	Computer software	
QA101-(145)	Elementary mathematics. Arithmetic	
QA150-272.5	Algebra	
QA273-280	Probabilities. Mathematical statistics	
QA299.6-433	Analysis	
QA440-699	Geometry. Trigonometry. Topology	
QA801-939	Analytic mechanics	

Outline view in Classification Web (1<sup>st</sup> level)

- Q1-390 [Science \(General\)](#) [[H](#) [R](#) [B](#) [L](#) [D](#) [S](#)]  
For applied science and technology, see Class T
- QA1-939 [Mathematics](#) [[H](#) [R](#) [B](#) [L](#) [D](#) [S](#)]
- QB1-991 [Astronomy](#) [[H](#) [R](#) [B](#) [L](#) [D](#) [S](#)]
- QC1-999 [Physics](#) [[H](#) [R](#) [B](#) [L](#) [D](#) [S](#)]  
Cf. [QH505](#) Biophysics [[H](#) [R](#)]  
Cf. [R895-920](#) Medical physics [[H](#) [R](#)]  
Cf. [S588.4-.6](#) Agricultural physics [[H](#) [R](#)]
- QD1-999 [Chemistry](#) [[H](#) [R](#) [B](#) [L](#) [D](#) [S](#)]  
For applications of chemistry in special fields, see the field, e.g. [RS402+](#) Medical and pharmaceutical chemistry; [S583+](#) Agricultural chemistry  
For chemical technology, including chemical engineering see [TP1-1185](#) [[H](#) [R](#)]

Outline view in ClassWeb (2<sup>nd</sup> level): expansion of Mathematics

- QA41.3 Nomenclature, terminology [[H](#) [R](#) [B](#) [L](#) [D](#) [S](#)]
- QA41.4-42 [Communication of mathematical information](#) [[H](#) [R](#) [B](#) [L](#) [D](#) [S](#)]
- QA43 Problems, exercises, examinations [[H](#) [R](#) [B](#) [L](#) [D](#) [S](#)]
- QA47-59 [Tables](#) [[H](#) [R](#) [B](#) [L](#) [D](#) [S](#)]  
Cf. [QA281](#) Interpolation. Extrapolation [[H](#) [R](#)]
- QA63 Problem solving [[H](#) [R](#) [B](#) [L](#) [D](#) [S](#)]
- QA71-90 [Instruments and machines](#) [[H](#) [R](#) [B](#) [L](#) [D](#) [S](#)]  
Including practical mathematics, graphical and numerical calculating
- QA93 Popular works [[H](#) [R](#) [B](#) [L](#) [D](#) [S](#)]
- QA95 Mathematical recreations [[H](#) [R](#) [B](#) [L](#) [D](#) [S](#)]
- QA99 Miscellany and curiosa [[H](#) [R](#) [B](#) [L](#) [D](#) [S](#)]  
[Elementary mathematics. Arithmetic](#) [[H](#) [R](#) [B](#) [L](#) [D](#) [S](#)]  
Including basic mathematical concepts for the elementary grade  
Cf. [QA248-248.5](#) Foundations of arithmetic [[H](#) [R](#)]
- QA150-272 [Algebra](#) [[H](#) [R](#) [B](#) [L](#) [D](#) [S](#)]
- QA273.A1-274.9 [Probabilities](#) [[H](#) [R](#) [B](#) [L](#) [D](#) [S](#)]  
Cf. [T57.3-.33](#) Industrial engineering [[H](#) [R](#)]  
Cf. [TA340](#) Engineering mathematics [[H](#) [R](#)]
- QA275 Theory of errors. Least squares [[H](#) [R](#) [B](#) [L](#) [D](#) [S](#)]
- QA276-280 [Mathematical statistics](#) [[H](#) [R](#) [B](#) [L](#) [D](#) [S](#)]  
Including statistical inference and fundamental concepts of statistics



## General arrangement within subclasses and subject divisions

- Form subdivisions
  - Periodicals, Societies, Congresses, Directories, Collections, Dictionaries, etc.
- Philosophy
- History
- Biography
- General works
- Study & teaching
- Subtopics


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## Form subdivisions example 1

TC	Hydraulic engineering For municipal water supply see TD201-500.2 For hydraulic machinery see TJ840.A2-.A3
1	Periodicals, societies, etc.
5	Congresses Exhibitions. Museums
6.A1	General works
6.A2-Z	By region or country, A-Z Subarrange each country by Table T4b
7	Collected works (nonserial)
9	Dictionaries and encyclopedias
12	Directories


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## Form subdivisions example 2

T	Technology (General)
	Periodicals and societies. By language of publication
1	English
2	French
3	German
4	Other languages (not A-Z)
(5)	Yearbooks
	see T1-4
6	Congresses
	Industrial museums, etc. see T179-183
	International exhibitions see T391-995
7	Collected works (nonserial)
8	Symbols and abbreviations
	Dictionaries and encyclopedias
9	General works
10	Bilingual and polyglot

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## Philosophy

- Used primarily in main classes and subclasses
  - Generally not found below the level of subclass
- Often a single number, though may be expanded to many numbers

QH Natural history (General)

14	Authorship
14.3	Philosophy

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### A range of numbers for Philosophy


[Science \(General\)](#)--Philosophy. Methodology

	Philosophy. Methodology <a href="#">[H R B L D S]</a>
	Cf. <a href="#">B67</a> Philosophy in relation to science <a href="#">[H R]</a>
	Cf. <a href="#">BF1275.S3</a> Spiritualism and science <a href="#">[H R]</a>
	Cf. <a href="#">BJ57</a> Ethics and science <a href="#">[H R]</a>
	Cf. <a href="#">BL239-265</a> Religion and science <a href="#">[H R]</a>
	Cf. <a href="#">BT590.S4</a> Christ and science <a href="#">[H R]</a>
Q174	Periodicals, societies, congresses, serial publications <a href="#">[H R B L D S]</a>
Q174.6	Collected works (nonserial) <a href="#">[H R B L D S]</a>
Q174.7	Dictionaries and encyclopedias <a href="#">[H R B L D S]</a>
Q174.8	History <a href="#">[H R B L D S]</a>
Q175	General works, treatises, and advanced textbooks <a href="#">[H R B L D S]</a>
Q175.2	Juvenile works <a href="#">[H R B L D S]</a>
Q175.3	Addresses, essays, lectures <a href="#">[H R B L D S]</a>
Q175.32.A-Z	Special topics, A-Z <a href="#">[H R B L D S]</a>
Q175.32.A24	Abduction (Logic) <a href="#">[H R B L D S]</a>
Q175.32.C65	Complexity (Philosophy) <a href="#">[H R B L D S]</a>



## History

- The history of a topic is often broken down into specific time periods, e.g.,
  - 1945-1971
  - 1971-2000
  - 2000-
- Dates refer to the period of time covered in the work being classified
- Some spans written as "Through [date]" when start is undefined
- Often combined with breakdown by region or country



## History examples

- **Example 1, subdivision by place:**

QH	Natural history (General)
14.3	Philosophy
	History
15	General works
21.A-Z	By region or country, A-Z
- **Example 2, subdivision by time period:**


TD	Environmental technology. Sanitary engineering
	History
15	General works
16	Ancient
17	Medieval
18	Modern to 1800
19	Nineteenth century
20	Twentieth century

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## History examples (2)

[History of France--History--By period--19th century](#)

	19th century <a href="#">[H R B L D S]</a>
DC251	General works <a href="#">[H R B L D S]</a>
DC252	General special <a href="#">[H R B L D S]</a>
DC252.5	Pamphlets, etc. <a href="#">[H R B L D S]</a>
DC252.7	Military history <a href="#">[H R B L D S]</a>
	Biography and memoirs <a href="#">[H R B L D S]</a>
	19th century as a whole <a href="#">[H R B L D S]</a>
DC254.A2	Collective <a href="#">[H R B L D S]</a>
DC254.A3-Z	Individual, A-Z <a href="#">[H R B L D S]</a>
	e.g.
DC254.C7	Crémieux, Adolphe Isaac M. <a href="#">[H R B L D S]</a>
	Early 19th century <a href="#">[H R B L D S]</a>
DC255.A2	Collective <a href="#">[H R B L D S]</a>
DC255.A3-Z	Individual, A-Z <a href="#">[H R B L D S]</a>
	e.g.
DC255.C4	Chateaubriand, François Auguste R., vicomte de <a href="#">[H R B L D S]</a>
	For literary criticism of his Mémoires d'outre-tombe see <a href="#">[H R]</a>
DC255.C7	Constant de Rebecque, Henri Benjamin <a href="#">[H R B L D S]</a>
DC255.G8	Guizot, François Pierre G. <a href="#">[H R B L D S]</a>
DC255.L4	Lamennais, Hugues Félicité R. de <a href="#">[H R B L D S]</a>




## Biography

- Biography numbers are generally provided under disciplines, subclasses, and broad subjects
  - Separate numbers for collective & individual

QE	Geology
	Biography
21	Collective
22.A-Z	Individual, A-Z
	e.g.
22.D25	Dana, James Dwight
22.L8	Lyell, Charles
22.S77	Steno, Nicolaus

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## General works

- “General works” -- comprehensive works covering a topic
  - May also be listed as “Treatises” or “General”
  - Always found when there are any subtopics under a topic
- Earlier schedules also included “General special” or “Special aspects of the subject as a whole”
  - No new numbers of this type are being established
- Other divisions in this category include “Popular works,” “Juvenile works,” “Addresses, essays, lectures”

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## General works example 1

GV	RECREATION. LEISURE
	Games and amusements
	Indoor games and amusements
	Board games. Move games
	<b>Checkers. Draughts</b>
1461	Periodicals. Societies. Serials
	Biography
1462	Collective
1462.2.A-Z	Individual, A-Z
1463	General works ←
	Strategies and tactics
1463.5	General works ←
1463.7	Openings
1463.9	End games



## General works & date spans

- Date spans used under “General works” are based on publication date rather than historical period

Through 1800  
1801-1859  
1860-1900  
1901-

*Dates do not overlap!*

- This is done to separate more recent material from older material
- Dates in captions refer to imprint date

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## Example: dates of publication

HF	COMMERCE
	Business
	Accounting. Bookkeeping
	General works
	English and American
5631	Through 1800
5633	1801-1850
5635	1851-2005
5636	2006-

39

From LC's catalog:  
a few books classed in HF5631

HF5631 .M77	Monteage, Stephen, 1623?-1687. [from old catalog]	<a href="#">Debtor and creditor made easie;</a>	1682
HF5631 .M77	[Monteage, Stephen] [from old catalog]	<a href="#">Instructions for rent-gatherers accompts, &amp;c. made easie.</a>	1683
HF5631 .N8	North, Roger, 1653-1734.	<a href="#">Gentleman accomptant: or, An essay to unfold the mystery of accompts. By way of debtor and creditor, commonly called merchants accompts ... By a person of honour.</a>	1715



## Study & teaching

- Often a single number, but may receive a span of numbers
- Example from QH Ecology:

	Study and teaching. Research
541.2	General works
541.215	Outlines, syllabi
	Special teaching methods and aids
541.22	General works
541.23	Audiovisual aids
541.235.A-Z	Other methods, A-Z
541.235.G34	Games

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## Topics & subtopics

- Comprise the bulk of individual developments or expansions of classes and subclasses
- Each class, subclass & discipline developed independently
- Arranged logically where possible
- Alphabetical arrangement of subtopics often found, as well

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### Logical arrangement

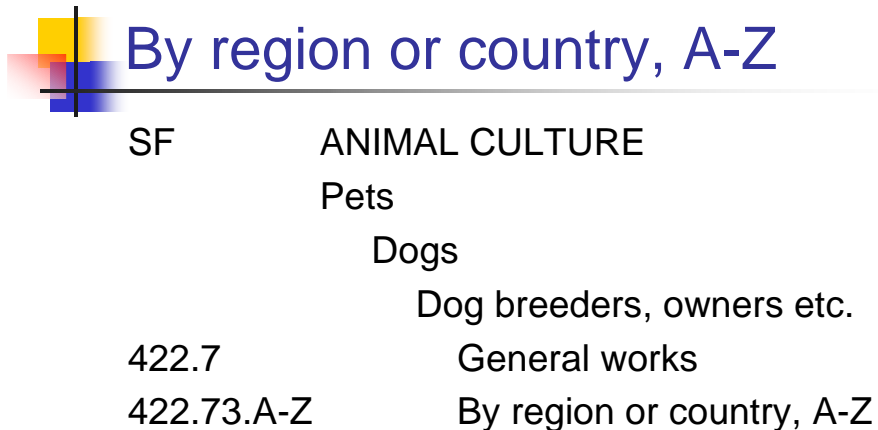
QE	GEOLOGY
840.5-882	Chordata
840.5	Cephalochordata. Tunicata. Hemichordata. Enteropneusta. Pterobranchia. Graptolithina
841-882	Vertebrates
841	General works, treatises, and textbooks
842	Juvenile works
845	Fossil footprints
846	Fossil teeth
847	Amniotes
851-853	Fishes
861-862	Reptiles
867-868	Amphibians. Batrachia
871-875	Birds
881-882	Mammals

### Alphabetical arrangement: orders

QE	GEOLOGY
881-882	Mammals
881	General works, treatises, and textbooks
882.A-Z	Systematic divisions, A-Z
882.C15	Carnivora
882.C5	Cetacea
882.C8	Chiroptera
882.C84	Cimolesta
882.C9	Creodonta
882.D4	Deltatheridia
882.D45	Desmostylia
882.D6	Docodonta
882.E2	Edentata. Xenarthra
882.E86	Eupantotheria
882.H47	Herbivora
882.I5	Insectivora

## Geographic divisions

- Topics may be subdivided geographically in two ways:
  - Alphabetical arrangement under one number, e.g., "By region or country, A-Z"
    - It is common to assign a separate number or numbers to the U.S.
  - A span of numbers, with preferred order:
    - New World -- Northern Hemisphere, followed by Southern Hemisphere
    - Old World -- Northern Hemisphere, followed by Southern Hemisphere; west to east
    - Pacific Islands, Arctic & Antarctic regions last
    - Further subdivision within each region either naturally or alphabetically





## U.S. with breakdown by state

### Special countries

#### United States

T55.7	General works
T55.72.A-W	By state, A-W
T55.74.A-Z	Other American countries, A-Z
T55.75.A-Z	Europe. By country, A-Z
T55.76.A-Z	Asia. By country, A-Z
T55.775	Australia
T55.778	New Zealand

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## U.S with breakdown by city

HT	COMMUNITIES. CLASSES. RACES
	City planning
166	General works
	By region or country
	United States
167	General works
167.2	Dept. of Housing and Urban Development
167.5.A-Z	By region or state, A-Z
168.A-Z	By city, A-Z
169.A-Z	Other regions or countries, A-Z

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TG	BRIDGE ENGINEERING
21-127	Country divisions
21-54	America
55-95	Europe
72.P23	Paris. Alexander III Bridge
99-113.5	Asia
114	Arab countries
114.5	Islamic countries
115-119	Africa
120-120.5	Indian Ocean islands
120.7-122.7	Australasia
123-124	Pacific Islands
125-125.5	Arctic regions
126	Antarctica
126.5	Tropics

Span of numbers,  
Preferred order



## Place divided by topic

- Differs from usual LCC practice (classify by topic, sub-arrange by place)
- Place divided by topic is characteristic of history schedules (D,E,F), laws of countries (KD-KWX) and some areas of the social sciences
- Class or subclass divided geographically, with further subdivisions by form, topic, or period
- Allows more specific enumeration of topics appropriate to each country

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## Place divided by topic

DA	HISTORY OF GREAT BRITAIN
1-3	Historiography
4	Study and teaching
10-18.2	British Empire. Commonwealth of Nations. The Commonwealth Including Great Britain, the dominions, and the colonies. For individual dominions and colonies, see DS-DU, F, etc.
20-690	England
700-745	Wales
750-890	Scotland
900-995	Ireland
900	Periodicals. Societies. Serials
905	Sources and documents
906	General works Biography (Collective) see DA916
908-908.7	Historiography
909-965	History
969	Description and travel

## Place divided by topic

[History of Great Britain--Ireland--History--General special--Antiquities](#)

DA920	Antiquities <a href="#">[H R B L D S]</a> Including pre-Celtic Cf. <a href="#">DA990.A-Z</a> Local history and description <a href="#">[H R]</a> Social life and customs. Civilization. National characteristics
DA925	General works <a href="#">[H R B L D S]</a>
DA926.A-Z	Special topics, A-Z <a href="#">[H R B L D S]</a>
DA927	Ethnography <a href="#">[H R B L D S]</a>
DA927.4.A-Z	General works <a href="#">[H R B L D S]</a>
DA927.4.T72	Individual elements in the population, A-Z <a href="#">[H R B L D S]</a> Travellers (Nomadic people) <a href="#">[H R B L D S]</a>
DA930	By period <a href="#">[H R B L D S]</a> To 1172 <a href="#">[H R B L D S]</a>
DA930.5	General works <a href="#">[H R B L D S]</a>
DA931	Social life and customs. Civilization. Intellectual life <a href="#">[H R]</a> Pagan Ireland, to 433 <a href="#">[H R B L D S]</a> Christian Ireland, 433-1172 <a href="#">[H R B L D S]</a>
DA932	General works <a href="#">[H R B L D S]</a>
DA932.2.A-Z	Biography and memoirs, A-Z <a href="#">[H R B L D S]</a>
DA932.4	433-795 <a href="#">[H R B L D S]</a>
DA932.6	Danish wars, 795-1014 <a href="#">[H R B L D S]</a>
DA933	1172-1603 <a href="#">[H R B L D S]</a>
DA933.2	General works <a href="#">[H R B L D S]</a> Social life and customs. Civilization. Intellectual life <a href="#">[H R]</a>



## Tables

---

- Tables are used extensively in LCC
- Allow for subarrangement of similar topics without the need to print the same information repeatedly
- Some tables apply to very limited topics, some are used throughout the system
- Lots of help with tables throughout the workshop

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## Exercises 1 & 2

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**Outline: Exercise 1**

Using the QH540 Ecology schedule from Appendix A, select a classification number for the following topics:

Where would you class:

1. A dictionary of ecology
2. A collection of speeches on ecology
3. A history of ecology in the U.S.
4. A work on the ecology of Costa Rica
5. A textbook on ecology
6. A book on teaching ecology

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**Outline: Exercise 2**

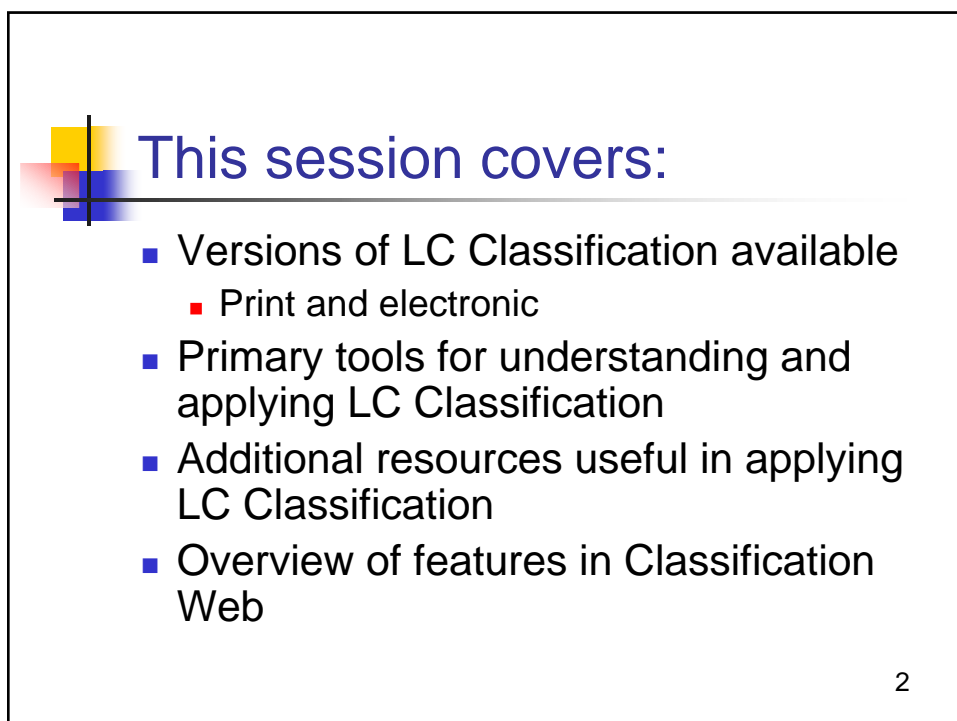
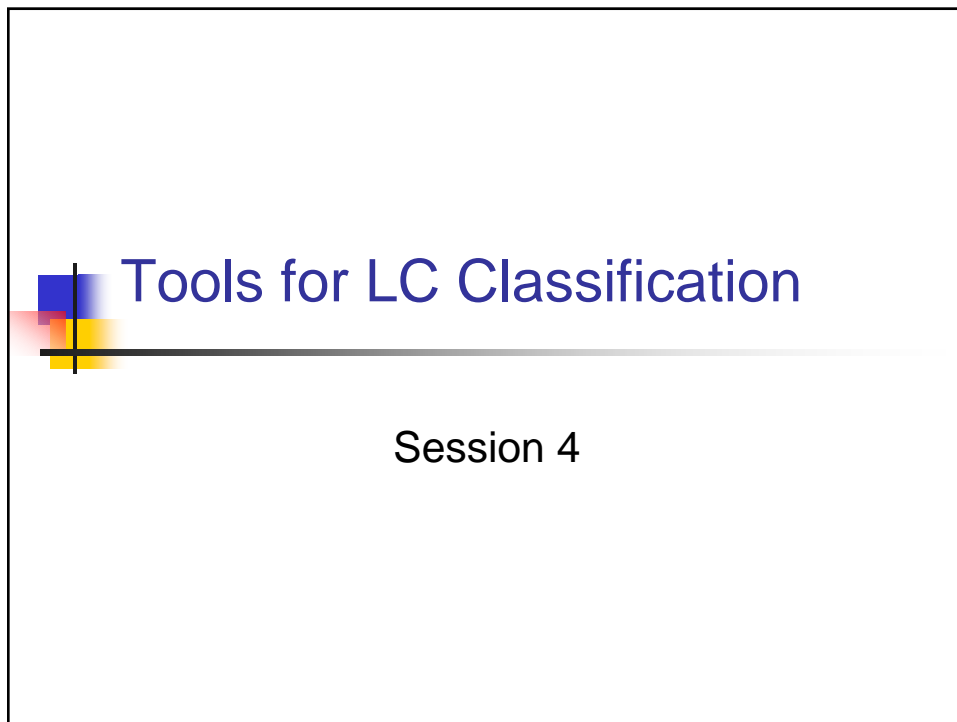
LC Class # RA576+

	<a href="#">Public aspects of medicine</a> -- <a href="#">Public health. Hygiene. Preventive medicine</a> -- <a href="#">Environmental health</a> -- <a href="#">Air</a> -- <a href="#">Air pollution (General)</a> --By region or country
	Air pollution (General) [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ] Including gases, odors, and smoke For economic aspects, see <a href="#">HC</a> , e.g. <a href="#">HC110</a> , United States; <a href="#">HC120</a> , Canada For nuisances see <a href="#">RA580-583</a> [ <a href="#">H</a> <a href="#">R</a> ] Cf. <a href="#">QP82.2.A3</a> Physiological effect [ <a href="#">H</a> <a href="#">R</a> ] Cf. <a href="#">TD881-890</a> Sanitary engineering [ <a href="#">H</a> <a href="#">R</a> ]
RA576.A1	Periodicals. Societies. Serials [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
RA576.A2	Congresses [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
RA576.A3-Z	General works [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
	By region or country [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
	United States [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
RA576.5	General works [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
RA576.6.A-Z	By region or state, A-Z [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
RA576.7.A-Z	Other regions or countries, A-Z [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
RA577.A-Z	By substance, A-Z [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]

Where would you class a book on the impact of air pollution on public health in...

1. The United States
2. Virginia
3. Richmond, Virginia
4. France
5. Central America
6. Paris, France

*THIS PAGE INTENTIONALLY LEFT BLANK  
FOR DOUBLE SIDED COPY*



## LCC schedules: print

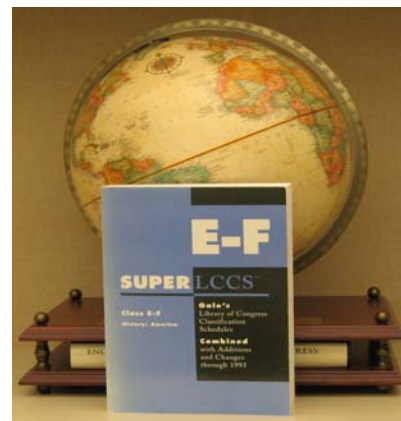
- Issued in 41 separate volumes by Cataloging Distribution Service
- Available as individual volumes or as a set
- Each schedule revised on its own timetable



3

## LCC schedules: print (2)

- *SuperLCCS* issued by Thomson Gale
- LC Classification schedules combined with additions, changes, deletions
- Updated annually



4



## LCC schedules: electronic

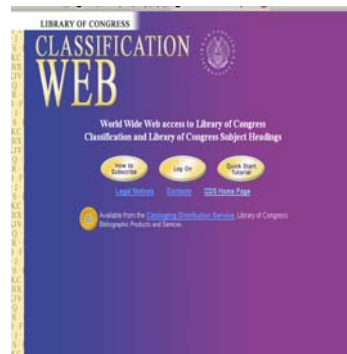
- Classification Web
  - <http://classificationweb.net/>
  - Web-based tool for access to LC Classification and LC Subject Headings
  - Updated daily – most up-to-date version
- MARC Distribution Service (MDS) Classification
  - Full set of LC Classification records in MARC 21 or MARCXML format, distributed weekly
  - Includes records only; no software for display

5



## Classification Web

- Full-text display of all LCC schedules
- LCSH, with links to schedules
- Correlations between class numbers and LCSH
- Automatic calculation of table numbers
- Available by subscription
- “Quick Start Tutorial” for help with searching and other features



6

**CLASSIFICATION WEB** LIBRARY OF CONGRESS

## Main Menu

---

[Browse Classification Schedules](#)  
[Classification Search](#)  
[LC Subject Headings](#)  
[Juvenile Subject Headings](#)  
[LC Subject Heading & LC Classification Number Correlations](#)  
[LC Subject Heading & Dewey Classification Correlations\\*](#)  
[LC Classification & Dewey Classification Correlations\\*](#)

[Log Out](#) - [Preferences](#) - [Outline](#) - [Subsets](#) - [Bookmarks](#) - [Tutorial](#) - [Help](#)  
[Auto Login Menu](#) - [Diagnostics](#) - [Legal Notices](#) - [Contacts](#) - [User Group](#) - [Home](#)

[Standard Classification Browser](#) - [Enhanced Classification Browser](#) - [Hierarchy Classification Browser](#)

### Example of Classification Web display

[Refresh](#) [Menu](#) [Search](#) [Tables](#) [Logout](#) [Close](#) [Help](#)

**LC Class #**  [Go](#)

[United States](#)--[Later twentieth century, 1961-2000](#)--Periodicals. Societies

<b>E838</b>	Periodicals. Societies <a href="#">[H R B L D S]</a>
	Collections <a href="#">[H R B L D S]</a>
E838.3	Sources and documents <a href="#">[H R B L D S]</a>
E838.5.A-Z	Collected works of American statesmen, A-Z <a href="#">[H R B L D S]</a>
E838.5.K4-.K49	<a href="#">Kennedy, John Fitzgerald</a> Table E3 <a href="#">[H R B L D S]</a>
E838.6	Dictionaries and encyclopedias <a href="#">[H R B L D S]</a>
E839	General works <a href="#">[H R B L D S]</a>
E839.3	Minor works. Pamphlets <a href="#">[H R B L D S]</a>
E839.4	Addresses, essays, lectures, etc. (Collected) <a href="#">[H R B L D S]</a>
	By several authors or an individual author
	Political history <a href="#">[H R B L D S]</a>
E839.5	General works <a href="#">[H R B L D S]</a>
E839.8	Un-American activities <a href="#">[H R B L D S]</a>
	Including propaganda, spies and espionage, subversive activities
	Diplomatic history. Foreign and general relations <a href="#">[H R B L D S]</a>
	For relations with individual countries or groups of countries
	see <a href="#">E183.8.A-Z</a> <a href="#">[H R]</a>
E840	General works <a href="#">[H R B L D S]</a>
E840.2	Cultural relations (General) <a href="#">[H R B L D S]</a>



## Tools for applying the schedules

---

- Manuals
- Outline
- Authority records
- Auxiliary tools

9



## Manuals

---

- *Subject Cataloging Manual: Classification*
  - guidelines for assigning LC classification numbers following LC policy and standards
- *Subject Cataloging Manual: Shelflisting*
  - guidelines for formulating the unique book number portion of call numbers
- Available in electronic form (Cataloger's Desktop) or loose-leaf print versions
- We will reference these tools often during the workshop

10

## SCM: Classification

- 1<sup>st</sup> ed., 1992 (with 1995 update)
- Instruction sheets prefaced with “F”
- Useful for guidance on:
  - Choosing a class number
  - Understanding use of form captions
  - Classifying special topics or categories of material (folklore, genealogy, literary authors, etc.)



[Search](#) [Preferences](#) [What's New](#) [Help](#) [Bookmarks/Notes](#) [Feedback](#) [Logout](#)

[Start Over](#) [Print](#) [Backtrack](#) [Prev Section](#) [Next Section](#) [Clear Search](#) [Bookmark/Note](#)

Subject Cataloging Manuals — Subject Cataloging Manual: Classification — General Topics — F 10 General Principles of Classification

[Open in New Window](#)

**General Topics**

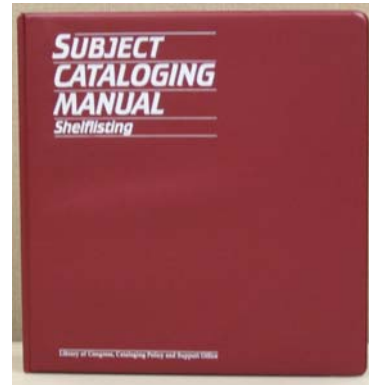
**F 10 General Principles of Classification**

The following principles of classification generally apply when classifying works according to the Library of Congress classification system:

1. Class works according to their subject matter.
2. Unless instructions to the contrary are printed in the schedules, class a work by its specific subject, not by its form under a broader topic. Within a given topical area, class by subject, ignoring form unless [form captions](#) have been established under the subject. If no number for the specific form of the work being cataloged has been established in the schedules under the subject, see [F 195, sec. 4](#).
3. Within a given topical area, if a choice must be made between classing by specific subject and classing by place, prefer classification by the subject, unless instructions to the contrary exist or unless precedent, as reflected in the [shelflist](#), clearly indicates otherwise. If no clear precedent exists, record any decision to class by place rather than by subject by adding notes of the following type to the schedule:

## SCM: Shelflisting

- 2<sup>nd</sup> ed., 1995 (out of print, available through Cataloger's Desktop only)
- Instruction sheets prefaced with "G"
- Includes tables used throughout the LCC schedules
  - Including "By region or country, A-Z"
- Useful for guidance on:
  - Completing the call number
  - Cutter numbers
  - Dates in call numbers



Search Preferences What's New Help Bookmarks/Notes Feedback Logout Start Over Print Backtrack Prev Section Next Section Clear Search Bookmark/Note Subject Cataloging Manuals — Subject Cataloging Manual: Shelflisting — General — <b>G 300 Regions and Countries Table</b>	
Gibraltar	G5
Gilbert Islands <i>see</i> <a href="#">Kiribati</a>	
Great Britain	G7
Greece	G8
Greenland	G83
Grenada	G84
Guadeloupe	G845
Guam	G85
Guatemala	G9
Guiana	G915
Guinea	G92
Guinea-Bissau	G93
Guyana	G95

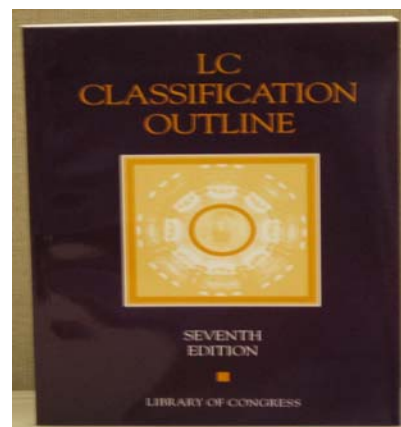
## New combined manual: coming soon

- *Subject Cataloging Manual: LC Classification and Shelflisting* (in progress)
  - New ed of *SCM: Shelflisting*
  - To be combined with *SCM: Classification* in one physical volume
  - Much of the new & revised material now available in Cataloger's Desktop
  - Two sections: General & LC-Specific
  - Information:  
<http://www.loc.gov/catdir/cpso/scmsl.html>

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## Outline

- Detailed outline of LCC
- Helps classifiers understand the system and locate appropriate schedules
- Available in print from CDS (7<sup>th</sup> ed., 2003)
- Available online:  
[www.loc.gov/catdir/cpso/lcco/](http://www.loc.gov/catdir/cpso/lcco/)



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<http://www.loc.gov/catdir/cpsolcco/>

**CATALOGING AND ACQUISITIONS**



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- [Catalogs, Authority Records](#)
- [Classification](#)
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- [Subject Headings](#)

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## Library of Congress Classification Outline

Download the Adobe Acrobat Reader to view PDF documents. 


Listed below are the letters and titles of the main classes of the Library of Congress Classification. Click on any class to view an outline of its subclasses. The complete text of the classification schedules in printed volumes may be purchased from the [Cataloging Distribution Service](#). Online access to the complete text of the schedules is available in Classification Web, a subscription product that may also be purchased from the Cataloging Distribution Service.

The files are also available in WordPerfect 8 format (noted as WP version) for downloading. WordPerfect files may also be opened in most versions of Microsoft Word.

- > [A -- GENERAL WORKS - WP version](#)
- > [B -- PHILOSOPHY, PSYCHOLOGY, RELIGION - WP version](#)
- > [C -- AUXILIARY SCIENCES OF HISTORY - WP version](#)
- > [D -- WORLD HISTORY AND HISTORY OF EUROPE, ASIA, AFRICA, AUSTRALIA, NEW ZEALAND, ETC. - WP version](#)
- > [E -- HISTORY OF THE AMERICAS - WP version](#)
- > [F -- HISTORY OF THE AMERICAS - WP version](#)
- > [G -- GEOGRAPHY, ANTHROPOLOGY, RECREATION - WP version](#)
- > [H -- SOCIAL SCIENCES - WP version](#)
- > [J -- POLITICAL SCIENCE - WP version](#)
- > [K -- LAW - WP version](#)
- > [L -- EDUCATION - WP version](#)
- > [M -- MUSIC AND BOOKS ON MUSIC - WP version](#)
- > [N -- FINE ARTS - WP version](#)



## CLASS L - EDUCATION



*(Click each subclass for details)*

Subclass L	Education (General)
Subclass LA	History of education
Subclass LB	Theory and practice of education
Subclass LC	Special aspects of education
Subclass LD	Individual institutions - United States
Subclass LE	Individual institutions - America (except United States)
Subclass LF	Individual institutions - Europe
Subclass LG	Individual institutions - Asia, Africa, Indian Ocean islands, Australia, New Zealand, Pacific islands
Subclass LH	College and school magazines and papers
Subclass LJ	Student fraternities and societies, United States
Subclass LT	Textbooks

**Subclass LC**

LC8-6691	Special aspects of education
LC8-59	Forms of education
LC8	General works
LC15	Conversation and culture
LC25-33	Self-education. Self-culture
LC37-44.3	Home education
LC45-45.8	Nonformal education
LC47-58.7	Private school education
LC58-58.7	Preparatory schools. Preparatory school education
LC59	Public school education
LC65-245	Social aspects of education
LC65-67.68	Economic aspects of education
LC68-70	Demographic aspects of education
LC71-120.4	Education and the state
LC72-72.5	Academic freedom
LC107-120.4	Public school question. Secularization. Religious instruction in the public schools
LC129-139	Compulsory education
LC142-148.5	Attendance. Dropouts
LC149-161	Literacy. Illiteracy
LC165-182	Higher education and the state
LC184-188	Taxation of schools and colleges

**Library of Congress Subject Headings**

- Entries in LCSH sometimes include suggested LC Classification numbers for the heading
  - Class numbers represent the most common aspects of the topic
  - Added only if very close correspondence between subject heading & LCC schedules
  - Class numbers are not always kept up-to-date
  - Use as a starting point only! Always consult the LCC schedules

## LCSH entry for **Learning disabilities**: class numbers in different disciplines

**Learning disabilities** (May Subd Geog) [[R](#) [S](#) [D](#)]

[\[LC4704-4706](#) (Education)] [[B](#) [L](#) [S](#) [D](#)]

[\[RC394.L37](#) (Neurology)] [[B](#) [L](#) [S](#) [D](#)]

[\[RJ496.L4](#) (Pediatric neurology)] [[B](#) [L](#) [S](#) [D](#)]

[\[RJ506.L4](#) (Child psychopathology)] [[B](#) [L](#) [S](#) [D](#)]

UF Learning disorders

BT [Cognition disorders](#)

[Disabilities](#)

RT [Minimal brain dysfunction in children](#)

NT [Nonverbal learning disabilities](#) [[R](#)]

[Reading disability](#) [[R](#)]



## Authority records

- Subject authority records
  - contain the same information as LCSH entries
- Name authority records
  - Literary authors have specific LC Class numbers
    - Many appear in name authority records
- LC Class number appears in 053 field
- Caution: as noted for class numbers in LCSH, not kept up-to-date. Use as a starting point only!

## Subject authority record with class numbers

<b>Rec stat</b>	c	<b>Entered</b>	20030605	<b>Replaced</b>	20030715140353.0
<b>Type</b>	z	<b>Upd status</b>	a	<b>Enc lvl</b>	n
<b>Roman</b>		<b>Ref status</b>	a	<b>Mod rec</b>	
<b>Govt agn</b>		<b>Auth status</b>	a	<b>Subj</b>	a
<b>Series</b>	n	<b>Auth/ref</b>	a	<b>Geo subd</b>	i
<b>Ser num</b>	n	<b>Name</b>	n	<b>Subdiv tp</b>	n

[010](#) sh 85075538

[040](#) DLC [‡b](#) eng [‡c](#) DLC [‡d](#) DLC

[053](#) \_0 LC4704 [‡b](#) LC4706 [‡c](#) Education

[053](#) \_0 RC394.L37 [‡c](#) Neurology

[053](#) \_0 RJ496.L4 [‡c](#) Pediatric neurology

[053](#) \_0 RJ506.L4 [‡c](#) Child psychopathology

[150](#) Learning disabilities

[450](#) Learning disorders

[550](#) [Cognition disorders](#) [‡w](#) g

[550](#) [Disabilities](#) [‡w](#) g

[550](#) [Minimal brain dysfunction in children](#)

## Name authority record: literary author

ARN 3267442

**Rec stat** c **Entered** 19921105 **Replaced** 20020207052244.0

<b>Type</b>	z	<b>Upd status</b>	a	<b>Enc lvl</b>	n	<b>Source</b>	
<b>Roman</b>		<b>Ref status</b>	a	<b>Mod rec</b>		<b>Name use</b>	a
<b>Govt agn</b>		<b>Auth status</b>	a	<b>Subj</b>	a	<b>Subj use</b>	a
<b>Series</b>	n	<b>Auth/ref</b>	a	<b>Geo subd</b>	n	<b>Ser use</b>	b
<b>Ser num</b>	n	<b>Name</b>	a	<b>Subdiv tp</b>	n	<b>Rules</b>	c

[010](#) n 92108317

[040](#) DLC [‡b](#) eng [‡c](#) DLC [‡d](#) DLC [‡d](#) OCoLC

[053](#) \_0 PS3551.B895 ←

[100](#) 1\_ Abu-Jaber, Diana

[400](#) 1\_ Jaber, Diana Abu-

[670](#) Her Arabian jazz, c1992:: [‡b](#) CIP t.p. (Diana Abu-Jaber)

MARC Help

## Auxiliary tools

- Useful for:
  - Learning more about LC Classification
  - Keeping up with changes
  - Proposing new or revised class numbers


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The screenshot shows the 'Cataloging and Acquisitions Home' page of the Library of Congress. The page has a dark header with navigation links: 'The LIBRARY of CONGRESS', 'ASK A LIBRARIAN', 'DIGITAL COLLECTIONS', 'LIBRARY CATALOGS', and a 'Search' box with 'GO' and 'Options' buttons. Below the header, the breadcrumb trail reads 'The Library of Congress > Cataloging, Acquisitions'. The main content area is titled 'Cataloging and Acquisitions Home' and 'Home page of the Acquisitions and Bibliographic Access Directorate'. A left sidebar contains a 'Search this:' box and a list of links: 'Cataloging and Acquisitions Home', 'About the Organization', 'Contact', 'FAQs', 'News', 'Acquisitions', 'Cataloging Tools, Documentation', 'Catalogs, Authority Records', 'Classification', 'Cooperative Programs', 'General, Descriptive Cataloging', 'Products for Purchase', 'Professional Activities', 'Publications, Reports', and 'Subject Headings'. The main content area is divided into sections: 'News' (with links to '2/14/07: Revision of LCRI 22.2 for Composers and Performers', '2/13/07: RSS Feeds for LCSH and LCC Weekly Lists', '2/1/07: CONSER Standard Record Delayed', '1/4/07: New Web Site for Acquisitions and Bibliographic Access', and 'View All'), 'Subject Headings' (with links to 'Weekly Lists', 'Submit a Proposal', 'Subdivision Authority Records', and 'View All'), 'Cataloging Tools, Documentation' (with links to 'List of Current Library of Congress Rule Interpretations (LCRI) (PDF)' and 'ALA-LC Romanization'), 'Classification' (with links to 'Weekly Lists', 'Submit a Proposal', 'Classification Outline', and 'View All'), and 'General, Descriptive Cataloging' (with links to 'CONSER Standard Record Delayed', 'Revision of LCRI 22.2 for Composers and Performers', and 'Unicode Implementation at the Library of Congress'). Two blue boxes with white text are overlaid on the page: one on the right says 'LC's Cataloging and Acquisitions web site' and another at the bottom right says 'http://www.loc.gov/aba'. A red arrow points to the 'Weekly Lists' link in the 'Classification' section.

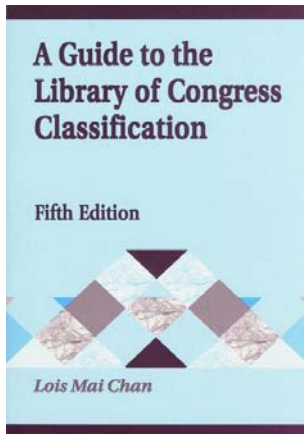


### New class numbers from Weekly List 05 (2007)

SF459.C47	Animal culture
	Pets
	Other animals, A-Z
	Chimpanzees
V883	Naval science (General)
	War vessels: Construction, armament, etc.
	Special types
	Minor craft
Z692.E4215	Littoral combat ships
	Libraries
	Library science. Information science
	The collections. The books
	Special classes of materials
	Other classes, A-Z
	Electronic games



Chan, Lois Mai. *A Guide to the Library of Congress Classification*, 5th ed. (Englewood, CO: Libraries Unlimited, 1999)



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<http://www.loc.gov/catdir/pcc/saco.saco.html>



The Library of Congress >> Cataloging >> PCC Home

The LIBRARY of CONGRESS Program for Cooperative Cataloging

**SACO** Subject Authority Cooperative Program of the PCC

SACO Home >> Find  in

**About SACO** (the subject authority component of the PCC)

- ▶ FAQ about [joining SACO](#)
- ▶ General information on the [SACO workshops](#)
- ▶ About the [SACO listserv](#) and how to subscribe
- ▶ [SACO Program Application Task Group on SACO Program Development](#)
- ▶ [Final report](#) submitted to PoCo, Oct. 24th 2003
  - ▶ PCC Steering Committee response & [SACO program restructuring](#) May 2004
- For more information, contact the [Cooperative Cataloging Team](#) at the Library of Congress

**Subject/Classification Proposal Forms and Guidelines**

- ▶ LCSH [Web form](#) for proposing new headings
- ▶ E-mail [Form](#) for proposing new headings
- ▶ LCSH Proposal [Guidelines](#) for new headings
- ▶ LCSH Sample Proposal Forms with Annotated Instructions:
  - ▶ [General](#) proposal form
  - ▶ [Geographic](#) headings proposal form
  - ▶ [Biological](#) organisms proposal form
- ▶ [Web LCSH Change Proposal Form](#)
- ▶ E-mail LCSH [Change Proposal Form](#)

## SACO home page (2)

For more information, contact the [Cooperative Cataloging Team](#) at the Library of Congress

**NEW** [SACO-At-Large Meeting Summary](#)

ALA Annual 2006

**NEW** [SACO-At-Large Meeting Agenda](#)

ALA Midwinter 2007

### Documentation, Tools, FAQ, etc.

- [FAQ](#) on SACO Heading Proposals
- [Alphabetic list of ambiguous entities](#)
- [SACO Participants' Manual](#) (PDF)
  - **NEW** (en Español: [Manual para participantes](#) del Programa Cooperativo de Autoridades de Materias)
- [Canadian Subject Headings](#)
- [List of Web resources](#) for use in preparing SACO proposals

- [Web LCSH Change Proposal Form](#)
- E-mail LCSH [Change Proposal Form](#)
- [LCSH Change Proposal Guidelines](#)
- LC [Classification Proposal](#) Guidelines
- [Classification](#) Web information (New from CDS)

▸ **NEW** [New LC Classification Proposal Procedures: Using Class Web](#)

### Proposal Status

- [Tentative \(unapproved\) weekly lists of subject headings](#)
- [Approved weekly lists](#) of Library of Congress Subject Headings and Classification Numbers
- [Search subject authorities](#) (including proposed headings) via the LC web catalog
- **NEW** [CPSO Summary of Decisions - Weekly Editorial Meetings](#)

<http://catalog.loc.gov/>

The Library of Congress

>> [Switch to Library of Congress Authorities](#)



## LIBRARY OF CONGRESS ONLINE CATALOG

**New Feature [ 08/17/06 ] -- [Session Timeout Alert](#)**



[About Displaying and Searching Using Non-Roman Characters](#)  
[Frequently Asked Questions](#) - [Help Table of Contents](#) - [What's New](#)

### Basic Search

Using a fill-in box, search by:

- Title or Author/Creator
- Subject
- Call number
- LCCN, ISSN, or ISBN
- Keywords

*Note: Search limits are available only for title and keyword searches.*

### Guided Search

Using a series of forms and menus:

- Construct keyword searches
- Restrict all or part of the search to a [particular index](#)
- Combine search words or phrases with [Boolean operators](#)

### Other Online Catalogs:

Prints and Photographs Online Catalog (PPOC)  
[About - Start Searching](#)

Sound Online Inventory & Catalog (SONIC)  
[About - Start Searching](#)

Alternative Interface to the

LC Call Number browse

[Help](#) [Search](#) [Search History](#) [Headings List](#) [Titles List](#) [Request an Item](#) [Account Status](#) [Other Databases](#) [Start Over](#)

**DATABASE:** Library of Congress Online Catalog

Basic Search
Guided Search

**Search Text:**

**Search Type:**

[ \* ] indicates search limits available

Scroll down for Search Hints

Title\*

Author/Creator Browse

Subject Browse

Keyword\*

Command Keyword\*

Call Number Browse (LC Class)

Call Number Browse (Other)

LCCN-ISBN-ISSN\*

Series/Uniform Title Browse

Author/Creator Sorted by Title

25 records per page ▾

LC Call Number browse results

◀ Previous   Next ▶

Call Number	Name: Main Author, Creator, etc.	Full Title	Date
RJ496.L4 P46 1991	Pennington, Bruce Franklin, 1946-	<a href="#">Diagnosing learning disorders : a neuropsychological framework / Bruce F. Pennington ; foreword by Martha Bridge Denckla.</a>	1991
RJ496.L4 R68 1994	Rourke, Byron P. (Byron Patrick), 1939-	<a href="#">Learning disabilities : a neuropsychological perspective / Byron P. Rourke, Jerel E. Del Dotto.</a>	1994
RJ496.L4 R68 1994 FT MEADE	Rourke, Byron P. (Byron Patrick), 1939-	<a href="#">Learning disabilities : a neuropsychological perspective / Byron P. Rourke, Jerel E. Del Dotto.</a>	1994
RJ496.L4 S6 1982	Sobotowicz, William S.	<a href="#">Cortical dysfunctioning in children with specific reading disability / by William S. Sobotowicz and James R. Evans.</a>	1982
RJ496.L4 S96 1995		<a href="#">Syndrome of nonverbal learning disabilities : neurodevelopmental manifestations / edited by Byron P. Rourke.</a>	1995

LC Authorities: <http://authorities.loc.gov>

The Library of Congress >> Go to Library of Congress Online Catalog

**LIBRARY OF CONGRESS AUTHORITIES**

Help New Search Search History Headings List Start Over

< Previous Next >

MARC Display Labelled Display

LC Control Number: sh2003007660

**HEADING:** Chimpanzees as pets

000 00531cz a2200205n 450

001 5959216

005 20070117002704.0

008 030602ij anannbabn |a ana

035 \_\_ |a (DLC)5959216

035 \_\_ |a (DLC)sh2003007660

035 \_\_ |a (DLC)301773

906 \_\_ |t 0326 |u te04 |v 0

010 \_\_ |a sh2003007660 |z sj 96005024

040 \_\_ |a DLC |b eng |c DLC |d DLC

→ 053 \_0 |a SF459.C47

150 \_\_ |a Chimpanzees as pets

550 \_\_ |w g |a Pets

## ClassWeb Quick Start Tutorial

- Available in ClassWeb and at <http://www.loc.gov/cds/classweb/>
- Help with:
  - Browsing class numbers
  - Searching (captions, keywords, index terms, etc.)
  - Customizing
  - Correlating subject headings and class numbers
  - And more....

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CLASSIFICATION WEB

LIBRARY OF CONGRESS

## Quick Start Tutorial

[ Introduction ] [ Getting Started ] [ Searching ] [ Enhanced Browser ] [ Hierarchy Browser ]  
[ Personal Notes and Hot Links ] [ Subject Heading & Classification Number Correlations ]  
[ Subject Headings ] [ LC/Dewey Correlations ] [ CLASSIFICATION WEB Main Menu ]

### Getting Started - Browsing and Navigating

- [Main Menu](#)
- [Browser Display](#)
- [Special Functions](#)
- [Navigation Buttons](#)
- [Hot Links to Confer Notes and See References](#)
- [Hot Links to Primary Tables](#)
- [Hot Links to Secondary Tables](#)
- [Parenthesized and Bracketed Classification Numbers](#)
- [Browsers without Frames](#)


### Main Menu

The URL for Classification Web is <http://classificationweb.net/>. Once you have registered for access, go to this screen and click the **Main Menu** button.

CLASSIFICATION WEB


LIBRARY OF CONGRESS

## Main Menu




[Browse Classification Schedules](#)  
[Classification Search](#)  
[LC Subject Headings](#)

Refresh Menu Search Tables Logout Close Help

LC Class #  Go 

## Results: browsing GV854.9

<a href="#">Refresh</a> <a href="#">Menu</a> <a href="#">Search</a> <a href="#">Tables</a> <a href="#">Logout</a> <a href="#">Close</a> <a href="#">Help</a>	
LC Class #	gv854.9 <a href="#">Go</a> <a href="#">≡</a> <a href="#">≡</a> <a href="#">≡</a> <a href="#">≡</a> <a href="#">≡</a>
<a href="#">Recreation, Leisure</a> -- <a href="#">Sports</a> -- <a href="#">Winter sports</a> -- <a href="#">Skiing, Downhill skiing</a> --Other special topics, A-Z	
GV854.85	Training, Conditioning, Exercises <a href="#">[H R B L D S]</a>
GV854.87	Rules, records, etc. <a href="#">[H R B L D S]</a>
GV854.875	Competitions, Special events <a href="#">[H R B L D S]</a>
GV854.88	Alpine combined contests <a href="#">[H R B L D S]</a>
GV854.89	Nordic combined contests <a href="#">[H R B L D S]</a>
GV854.9.A-Z	Other special topics, A-Z <a href="#">[H R B L D S]</a>
GV854.9.A25	Acrobatics <a href="#">[H R B L D S]</a> Cf. <a href="#">GV854.9.F74</a> Freestyle skiing <a href="#">[H R]</a>
GV854.9.B5	Biathlon <a href="#">[H R B L D S]</a> Cf. <a href="#">GV1177</a> Rifleshooting <a href="#">[H R]</a> Cross-country skiing see <a href="#">GV855-855.52</a> <a href="#">[H R]</a>
GV854.9.D78	Dry slope skiing <a href="#">[H R B L D S]</a>
GV854.9.E6	Equipment and supplies <a href="#">[H R B L D S]</a>
GV854.9.F74	Freestyle skiing <a href="#">[H R B L D S]</a> Cf. <a href="#">GV854.9.A25</a> Acrobatics <a href="#">[H R]</a>
GV854.9.G7	Grass skiing <a href="#">[H R B L D S]</a>



## Some ClassWeb features

- **H** (display classification hierarchy)
  - shows the full hierarchy for that line at the top of the screen
- **R** (display classification record)
  - shows the MARC 21 record that is used to build the database
- **B** (display bibliographic records with this number)
  - shows links to several library catalogs; when you select one, you see records in that catalog classed under that number
- **L** (display LC subject headings for this number)
  - displays subject authority records that have that class number in the 053
- **S** (display subject correlations for this number)
  - shows subject headings in LC's catalog that are closely associated with the class number

40

**Checkers. Draughts.**

Strategies and tactics [H R B L D S]  
 GV1463.5 General works [H R B L D S]  
 GV1463.7 Openings [H R B L D S]  
 GV1463.9 End games [H R B L D S]

**Bibliographic links for GV1463.5**

The following links perform a bibliographic call number search for GV1463.5 at these respective libraries:

[University of Oregon](#)

[Library of Congress OPAC \(live OPAC\)](#) ←

[Alliant International University](#)

[Bowling Green State University](#)

[California State University, Fullerton](#)

[Canada Institute for Scientific and Technical Information](#)

[Capitol University Law Library](#)

[Cornell University](#)

**Call number search in LC's catalog**

**DATABASE:** Library of Congress Online Catalog

**YOU SEARCHED:** Call Number Browse = GV1463.5

**SEARCH RESULTS:** Displaying 1 through 25 of 25.

◀ Previous Next ▶

#	Call Number	Name: Main Author, Creator, etc.	Full Title	
<input type="checkbox"/> [ 1 ]	GV1463.5 .P55 1997	Pike, Robert W., 1931-	<a href="#">Checker power : a game of problem solving / by Robert W. Pike.</a>	1997
<input type="checkbox"/> [ 2 ]	GV1463.7 .F73 1887	Frazer, R. (Robert)	<a href="#">International draughtplayer / arranged by R. Frazer.</a>	1887
<input type="checkbox"/> [ 3 ]	GV1463.7 .K37 1994	Kaplan, Vladimir M.	<a href="#">Strive to be superior at American checkers : complete course of opening, basis of tactics and strategy / by Vladimir Kaplan.</a>	1994
<input type="checkbox"/> [ 4 ]	GV1463.7 .L57 1985	Litvinovich, V. S. (Viktor Sergeevich)	<a href="#">Kurs shashechnykh debi"tov / V.S. Litvinovich, N.N. Negra.</a>	1985

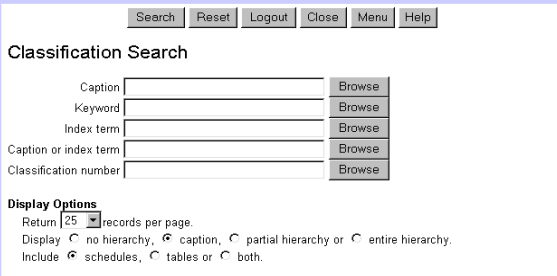
[Introduction] [Getting Started] [Searching] [Enhanced Browser] [Hierarchy Browser]  
[Personal Notes and Hot Links] [Subject Heading & Classification Number Correlations]  
[Subject Headings] [LC/Dewey Correlations] [CLASSIFICATION WEB Main Menu]

## Searching

- [Search Screen](#)
- [Caption Searches](#)
- [Keyword Searches](#)
- [Combining Two Options in a Single Search](#)


### Search Screen

From the Class Web **Main Menu** screen, click on **Classification Search**. The **Classification Search** screen is displayed:



## Summary


- Have essential tools at hand
- Ensure that you have up to date versions of schedules and manuals
- Make use of auxiliary tools to increase skill and efficiency



# Elements of LC Call Numbers

---

## Session 5



### This session covers:

- The elements that make up a call number (notation)
- Use of Cutter numbers
- Basics of shelflisting
- Additions to call numbers
- MARC coding of call numbers

2



## What is a call number?

- Call number = class number + book number
- Class number
  - alphanumeric
  - taken or derived from schedules
- Book number
  - also called Item number or Author number
  - distinguishes among items classed under the same number
  - usually begins with Cutter number

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## Overview: example 1

Animals in translation : using the mysteries of autism to decode animal behavior / Temple Grandin and Catherine Johnson, 2005.

Class number:	QL	Zoology
	751	Animal behavior
Book number:	.G73	Cutter for Grandin
	2005	Year of publication

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## Overview: example 2

Essential Brittany / by Lindsay Hunt,  
1997.

Class number:	DC	History of France
	611	Regions
	.B848	Brittany
Book number:	H84	Cutter for Hunt
	1997	Year of publication

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## Cutter numbers

- Named for Charles Ammi Cutter
  - developed several tables using letters and numbers to achieve an alphabetical arrangement
- Capital letter followed by Arabic numerals
- Cutter numbers may be based on:
  - Personal or corporate names
  - Geographic names
  - Topics
  - Titles
- Cutters used as book numbers generally correspond to main entry (name or title)
- The first Cutter in a call number is preceded by a decimal

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## Class numbers **must** contain:

- one, two, or three capital letters

D	History
DG	History of Italy
DJK	History of Eastern Europe
K	Law
KF	Law of the United States
KFP	Law of Pennsylvania

7



## Class numbers **must** contain: (2)

- whole numbers (1-9999)

HV875	Adoption
TK7881	Industrial electronics

- may have decimal extensions

HV875.5	Intercountry adoption
TK7881.85	Automobile sound systems and equipment

8



## Class numbers: decimal extensions

- Decimals do not necessarily represent subtopics of a whole number:

	Water sports
GV836	Houseboats and houseboating
GV836.2	Swimming. Periodicals

	Horse racing
SF357	Individual running races, A-Z
SF357.3	Quarter racing. Periodicals

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## Class numbers **may** contain:

- single Cutter number extension

BQ5075.P73	<b>Prayer wheels</b> in Buddhism
HN79.M3	Social conditions in <b>Maryland</b>
HV5824.C42	Drug use by <b>celebrities</b>

- double Cutter number extension

HF5382.5.U6 F64	Vocational guidance in <b>Florida</b>
N6530.N72 C646	History of art in <b>Columbia County, New York</b>

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## Book numbers

- Used to arrange material in a given class
  - generally by main entry (primary access point)
- Usually begin with a Cutter number
  - single capital letter, followed by Arabic numerals  
     G73   for Grandin                      H84    for Hunt
  - preceded by decimal, **if** this is the first Cutter
- Arabic numerals represent remainder of name or title, derived from Cutter table
- Table is in *SCM: Shelflisting* G 63
  - also in appendix for this workshop

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## Cutter Table examples

*After initial vowels*

for the second letter:	b	d	l-m	n	p
use number:	2	3	4	5	6

*After initial letter **S***

for the second letter:	a	ch	e	h-i	m-p
use number:	2	3	4	5	6

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## Cutter Table examples (2)

*After other initial **consonants***

for the second letter:	a	e	i	o	r	u
use number:	3	4	5	6	7	8

*For **expansion***

for the letter:	a-d	e-h	i-l	m-o	p-s	t-v
use number:	3	4	5	6	7	9

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## Shelflisting

- The process of determining the book number is called shelflisting
- Shelflist:
  - a file of cards or bibliographic records arranged in the same order as the corresponding materials on the shelves
- Shelflisting:
  - to arrange materials within a subject, normally by author; to determine the book number

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## Using the Cutter Table: first letter is a consonant

- Main entry: Campbell, Joseph
  - begin with **C**
  - for 2<sup>nd</sup> letter a, use number 3: **C3**
  - expansion row : 3<sup>rd</sup> letter m-o, use 6: **C36**
- Main entry: French political parties...
  - begin with **F**
  - for 2<sup>nd</sup> letter r, use number 7: **F7**
  - expansion row: 3<sup>rd</sup> letter e-h, use 4: **F74**

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## Using the Cutter Table: initial vowel, initial letter “S”

- Main entry: The “other” eighteenth century
  - begin with **O**
  - for 2<sup>nd</sup> letter s-t, use number 8: **O8**
  - expansion row: 3<sup>rd</sup> letter e-h, use 4: **O84**
- Main entry: Schreiber, Daniel
  - begin with **S**
  - for 2<sup>nd</sup> letters ch, use number 3: **S3**
  - expansion row: next letter p-s, use 7: **S37**

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## Determining the Cutter

- Find the filing position in the shelflist
  - search by class number and view main entries
  - in most cases, arrangement is alphabetical order by main entry
- Consider whether use of the Cutter table will achieve the proper position
  - if so, use the Cutter table
  - if not, adjust by using different numbers or by expanding with additional numbers
- The shelflist always takes precedence

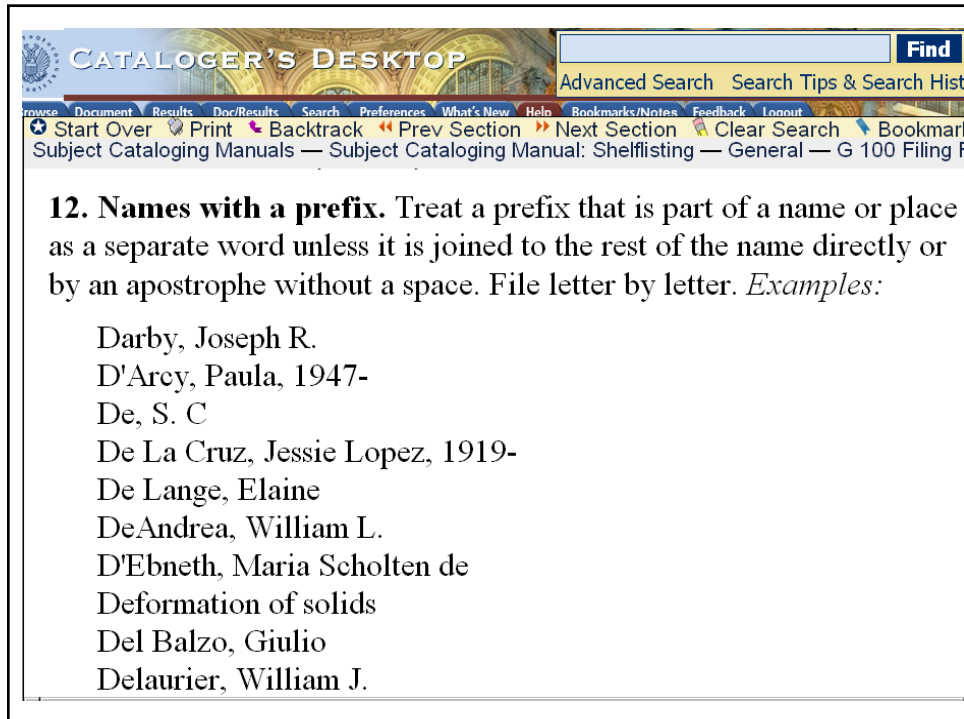
17



## Where should a new entry file?

- G 100 Filing Rules has complete information
- General principle: File elements exactly as they appear, word by word, then character by character
- File abbreviations exactly as written
- Treat hyphenated words as separate words
- Ignore initial articles (such as a, an, the)
  - list of articles in many languages is in G 100
- BUT do not ignore initial articles in personal and place names

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**CATALOGER'S DESKTOP**

Find

Advanced Search Search Tips & Search Hist


Document Results Doc/Results Search Preferences What's New Help Bookmarks/Notes Feedback Logout

Start Over Print Backtrack Prev Section Next Section Clear Search Bookmar

Subject Cataloging Manuals — Subject Cataloging Manual: Shelflisting — General — G 100 Filing P

**12. Names with a prefix.** Treat a prefix that is part of a name or place as a separate word unless it is joined to the rest of the name directly or by an apostrophe without a space. File letter by letter. *Examples:*

- Darby, Joseph R.
- D'Arcy, Paula, 1947-
- De, S. C
- De La Cruz, Jessie Lopez, 1919-
- De Lange, Elaine
- DeAndrea, William L.
- D'Ebneth, Maria Scholten de
- Deformation of solids
- Del Balzo, Giulio
- Delaurier, William J.



## Adjusting the Cutter: expanding numbers

- In order to permit infinite expansion between numbers, Cutters are treated as decimals

- .B3
- .B47
- .B56
- .B564
- .B583
- .B66
- .B7

Do not end a Cutter with 1 or 0

20



## Adjusting the Cutter: expanding numbers

- What Cutter would fit between these two?

**.S39**

.S392

.S395

.S396

.S3965

.S39995

**.S4**

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## Main entry: letter not given in table

- For: Gladwell, Malcolm *Cutter table*: "L" not specified
- *Shelflist shows*:

BF448 .G35 2002	Galotti, Kathleen	Making decisions that matter
BF448 .G45 2003	Gelatt, H. B.	Creative decision making
BF448 .G57 1993	Glaser, Rollin O.	Groupthink index

Could use: .G53

## Example: inserting the number

- For: Levitt, Stephen    *Cutter table suggests:* L48

- *Shelflist shows:*

HB74.P8	Levine, David P.	Normative political
L477 2001		economy.

HB74.P8	Levine, David P.	Subjectivity in political
L478 1998		economy.



HB74.P8	Lewis, Alan.	New economic mind
L48 1995		

Could use: L479



## Cuttering for numerals: SCM G 63

- When Cuttering for Roman or Arabic numerals, use the Cutters .A12-.A19
  - PR8858 .A17 1995  
The 1916 poets / edited with an introduction by Desmond Ryan, 1995.
- When numerals are expressed as words, Cutter like any other word:
  - BM723 .F48 1996  
Fifty-eighth century : a Jewish renewal sourcebook / edited by Shohama Harris Wiener, 1996.



## Exercise 1

---

Elements of LC Call Numbers  
Exercise 1: Applying the Cutter Table

is at the end of this session

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## More on class numbers...MAY contain:

---

- a date as an extension of the class number:

JK1968 2004 .R63 2005

*Election returns. By date of election*

HV600 1746 .L55 P47 2001

*Disaster relief. Earthquakes. By date of occurrence*

26

LC Class # <input type="text" value="jk1968"/>		<input type="button" value="Go"/>	<input type="button" value="≡"/>	<input type="button" value="⬅"/>	<input type="button" value="➡"/>	<input type="button" value="⬇"/>
<a href="#">Political institutions and public administration (United States)--United States--Po</a> <a href="#">Practical politics--Electoral system. Elections. Voting--Statistics. Election returns</a> <a href="#">behavior--By date of election</a>						
JK1965	General	<a href="#">[H]</a>	<a href="#">[R]</a>	<a href="#">[B]</a>	<a href="#">[L]</a>	<a href="#">[D S]</a>
(JK1966)	By state	<a href="#">[H]</a>	<a href="#">[R]</a>	<a href="#">[B]</a>	<a href="#">[L]</a>	<a href="#">[D S]</a>
	see	<a href="#">JK2701-9595</a>				
	Statistics. Election returns. Voting behavior					
JK1967	General works	<a href="#">[H]</a>	<a href="#">[R]</a>	<a href="#">[B]</a>	<a href="#">[L]</a>	<a href="#">[D S]</a>
JK1968	By date of election	<a href="#">[H]</a>	<a href="#">[R]</a>	<a href="#">[B]</a>	<a href="#">[L]</a>	<a href="#">[D S]</a>
	Subarrange by main entry					
	By state see	<a href="#">JK2701-9593</a> <a href="#">[H R]</a>				
JK1976	General works	<a href="#">[H]</a>	<a href="#">[R]</a>	<a href="#">[B]</a>	<a href="#">[L]</a>	<a href="#">[D S]</a>
JK1978	Juvenile works	<a href="#">[H]</a>	<a href="#">[R]</a>	<a href="#">[B]</a>	<a href="#">[L]</a>	<a href="#">[D S]</a>
(JK1982)	Election districts. Voting districts	<a href="#">[H]</a>	<a href="#">[R]</a>	<a href="#">[B]</a>	<a href="#">[L]</a>	<a href="#">[D S]</a>
	see	<a href="#">JK1341-1343</a>				

LC Class # hv600 [Go](#) [↑](#) [↓](#) [↶](#) [↷](#)

[Social pathology. Social and public welfare. Criminology--Emergency management--Relief in case of disasters--Special types of disasters--Earthquakes](#)--By date of occurrence

Special types of disasters [[H](#) [R](#) [B](#) [L](#) [D](#) [S](#)]  
Including organizations of relief, reports of committees, etc., and including works on the longer term economic and social consequences of specific disasters  
For description, narratives, etc., see [D-F](#), [HC](#)  
For societies see [HV555.A-Z](#) [[H](#) [R](#)]

Earthquakes [[H](#) [R](#) [B](#) [L](#) [D](#) [S](#)]  
General works [[H](#) [R](#) [B](#) [L](#) [D](#) [S](#)]  
By date of occurrence [[H](#) [R](#) [B](#) [L](#) [D](#) [S](#)]  
Subarrange by place, A-Z, and by author, A-Z

Floods [[H](#) [R](#) [B](#) [L](#) [D](#) [S](#)]



## Example of complete call number

- For a work about the 1746 earthquake in Lima, Peru with main entry Pérez:

HV	Social pathology. Social and public welfare
600	Earthquake relief
1746	Date of occurrence
.L55	Subarranged by place Lima
P47	Cutter for Pérez
2001	Date of publication

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## How many Cutter numbers?

- Schedules may provide instructions for sub-arrangement
  - these always take precedence over general practices
- No more than two Cutter numbers in a call number (except G schedule)
- No special instructions in the schedules?:
  - assign single Cutter for main entry

QL751.**G73** Grandin, Temple

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## How many Cutter numbers?

- If class number includes a Cutter (representing topic, place, etc.):
  - assign an additional Cutter for the main entry:

DC611.B848 <b>H84</b>	Hunt, Lindsey
HN79.M3 <b>C37</b>	Carr, Lois
HV5824.C42 <b>K87</b>	Kusinitz, Marc

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## How many Cutter numbers?

- If class number requires two Cutter numbers to express the topic:
  - add digits to the second number to achieve alphabetical arrangement by main entry

HF5382.5.U6	F6+	Florida
	F62	one work about Florida
	F64	another work about Florida
	F645	yet another...
	F67	and another

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## A-Z Topical Cutters

- Topical Cutters are used in a schedule when a series of topics does not lend itself to a logical or hierarchical order:

TX557	Vegetables, cereals, fruits, etc.
558	Special, A-Z
	.A3 Acorns
	.A6 Apples
	.B3 Bananas
	.B35 Barley

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## A-Z Topical Cutters (2)

- Most topical Cutters are printed in the schedules
  - Previous practice: in some areas, only representative or sample Cutter numbers were given, preceded by “e.g.”
  - Some types of Cutters are not printed: personal, corporate, geographic names, languages (when topic is subarranged by language)
- New topical Cutters can be proposed through SACO

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## Reserved Cutter numbers

- A span of Cutter numbers at the beginning (“A”) or end (“Z”) of the sequence set aside for special purposes
- “A” Cutters are often for form divisions (periodicals, congresses)
- “Z” Cutters are often for special divisions of the subject (biography and criticism of a literary author)

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LC Class #

[Public aspects of medicine--Medical centers. Hospitals. Dispensaries. Clinics--Nursin](#)  
[Long-term care facilities--By region or country](#)

Nursing homes. Long-term care facilities [[H](#) [R](#) [B](#) [L](#) [D](#) [S](#)]  
 Cf. [RA975.C64](#) Subacute care facilities [[H](#) [R](#)]  
 Cf. [RA975.5.E9](#) Hospitals [[H](#) [R](#)]  
 Cf. [RC954.3-.6](#) Nursing home care [[H](#) [R](#)]  
 Cf. [RT120.L64](#) Nursing [[H](#) [R](#)]

**.A1, .A15, .A2 are reserved**

By region or country [[H](#) [R](#) [B](#) [L](#) [D](#) [S](#)]  
 General and United States [[H](#) [R](#) [B](#) [L](#) [D](#) [S](#)]  
 Periodicals. Societies. Serials [[H](#) [R](#) [B](#) [L](#) [D](#) [S](#)]  
 Congresses [[H](#) [R](#) [B](#) [L](#) [D](#) [S](#)]  
 Directories [[H](#) [R](#) [B](#) [L](#) [D](#) [S](#)]  
 → General works [[H](#) [R](#) [B](#) [L](#) [D](#) [S](#)]  
 By region or state, A-Z [[H](#) [R](#) [B](#) [L](#) [D](#) [S](#)]

RA997.A1  
 RA997.A15  
 RA997.A2  
 RA997.A3-Z  
 RA997.5.A-Z

For general works, Cutter for main entry  
 “Abell” should be greater than .A3

For reserved Cutters, add a second Cutter  
 based on main entry



## Additions to call numbers

- Date of publication is added in most cases
- Work letter (or mark)
- Volume number
- Terms such as Index or Suppl.
- Local decisions:
  - Copy 1, 2, etc.
  - Oversize designation

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## Date of publication: G 140

- General rule: add the date of imprint to all monographs
  - prior to 1982, not done routinely
- Dates are not added to the call numbers for serials and certain loose-leaf publications associated with legal materials
- G 140 includes instructions on handling multiple or complex dates
  - and exceptions to the general rule

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**LOGGER'S DESKTOP** Find

Advanced Search Search Tips & Search History

Doc/Results Search Preferences What's New Help Bookmarks/Notes Feedback Logout

★ Start Over Print Backtrack Prev Section Next Section Clear Search Bookmark/Note

Subject Cataloging Manuals — Subject Cataloging Manual: Shelflisting — General — G 140 Dates

### G 140 Dates

**BACKGROUND:** In 1982, the decision was made to add the imprint date to the call number of all monographic works. Prior to that date, several formal and informal memos were used as guidelines to determine if a date was needed in the call number. This instruction sheet provides guidelines on adding the date to the call number for monographic works.

**1. General rule.** Add the date of imprint to all monographs. *Examples:*

1976?	use 1976
ca. 1976	use 1976
1981, cl980	use 1981
1971, cl972	use 1972
1979 [i.e. 1978]	use 1978
1962 or 1963	use 1962
1969 (1973 printing)	use 1969
1980 printing, c1957	use 1957

## Display of the notation

- The same LC call number may be displayed in numerous ways

RC	RC	RC569	RC569.5
569.5	569.5	.5	.S56B36
.S56	.S56B36	.S56B36	1988
B36	1988	1988	
1988			

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## MARC 21 Coding

- In a bibliographic record, the LC call number appears in field 050

050 00 \$a QL751 \$b .G73 2005

050 00 \$a RC569.5.S56 \$b B36 1988

- Subfield codes:
  - \$a Classification number
  - \$b Item number

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## 050 field: indicators

- First indicator: existence in LC collection
  - \_ No information provided
  - 0 Item is in LC
  - 1 Item is not in LC
- Second indicator: source of call number
  - 0 Assigned by LC
  - 4 Assigned by agency other than LC

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## MARC 21 Coding

- Reminder: classification number portion of the call number may include a Cutter

050 00 \$a QL751 \$b G73 2005

050 00 \$a DC611.B848 \$b H84 1997

- First Cutter is preceded by decimal
- General rule: delimiter for the item number (**\$b**) precedes the last capital letter

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## MARC Coding in OCLC

- 090 field: Locally assigned LC-type call number
  - based on LC classification schedules but assigned locally
  - both indicators are blank

090 # # RM735.7.K54 \$b P373 2005
- When transcribing LC copy, use 050 field for LC call number
- When assigning LC call number, libraries may use:  
090        **OR**        050 #4
- 090 field is not retained in master record if record also contains 050 field

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## BIBCO usage

---

- LC call number is assigned in 050 field
  - 050 #4
  - 1<sup>st</sup> indicator blank (no information provided about existence in LC collection)
  - 2<sup>nd</sup> indicator 4 (assigned by agency other than LC)
- When/if a BIBCO record is used by LC, the indicators are changed to “00”
- For more information:  
<http://www.loc.gov/catdir/pcc/bibco/classfaq.html>

45



## Exercise 2

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**Elements of LC Call Numbers Exercise 1: Applying the Cutter Table**

1. Apply the Cutter table to the following names or words, and write the Cutter number in the space provided.

Wycliff \_\_\_\_\_ Anderson \_\_\_\_\_

Shrimp \_\_\_\_\_ Quality \_\_\_\_\_

Your last name \_\_\_\_\_

2. For the names Blades and Dwyer, the second letter is not given specifically in the table and it is more difficult to create a good Cutter. What might you do?

- Library of Congress practice in this situation is to “move left and add 8;” in other words, for the second letter of the name, select the number from the Cutter Table that corresponds to the letter to the left of the second letter in the name, and then add the numeral 8 as the expansion; it also is possible to:
- Use the earlier number from the table and expansion
- Use the later number from the table and expansion
- Use something in between
- Remember that the existing arrangement in the shelflist must always be taken into account before formulating Cutter numbers

Blades *earlier number:* B53 *later number:* B63 ? \_\_\_\_\_

Dwyer *earlier number:* D89 *later number:* D99 ? \_\_\_\_\_

In making your choice, consider the shelflist below. Other entries already in the shelflist are given in bold type. Also think about other words that might later need to fit in (some possibilities given in italics):

**Bizness** **.B59**

*Bjorn*

Blades

*Blyth*

**Board of ...** **.B63**

**Duzhnikov** **.D89**

*Dwight*

Dwyer

*Dying*

**Dzurko** **.D98**

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**Elements of LC Call Numbers Exercise 2: Identify the coding errors**

Find the errors in the MARC coding of these call numbers. Write the call number with the correct coding.

TS191.8 \$b Z34 1990

T55.3 \$b H3C353 1991

QP34.5. \$b H625 1989

B3279.H49 B696 2000

B 8313 \$b F35 2000

TR646 .G32 \$b W653 1999

HE558 \$b .G48 \$b G56 2003

TX716.M4 \$b .K44 1989

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## Principles of Classification and Assigning Class Numbers

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### Session 6



### This session covers:

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- *SCM: Classification F 10*
  - Principles that generally apply when using LC classification
  - Principles applicable in all schedules
- Finding a number
  - Strategies
  - Works on a single topic, on multiple topics



## General principles

- Class works according to their subject matter
- Class a work by its specific subject, not by its form under a broader topic
- Within given topical area, ignore form unless form captions have been established

3

## General principles (2)

LC Class # <input type="text" value="sb610"/> <input type="button" value="Go"/> <input type="button" value="⏮"/> <input type="button" value="⏪"/> <input type="button" value="⏩"/> <input type="button" value="⏭"/>	
<a href="#">Plant culture--Pests and diseases--Weeds, parasitic plants, etc.--Congresses</a>	
	Weeds, parasitic plants, etc. [ <a href="#">H R B L D S</a> ]
	For works on weed control of special plants see <a href="#">SB608.A-Z</a> [ <a href="#">H R</a> ]
	For forest weeds and their control see <a href="#">SB761-795</a> [ <a href="#">H R</a> ]
	Cf. <a href="#">SB951.4-.45</a> Herbicides [ <a href="#">H R</a> ]
SB610	Periodicals. Societies. Serials [ <a href="#">H R B L D S</a> ]
SB610.2	Congresses [ <a href="#">H R B L D S</a> ]
SB611	General works [ <a href="#">H R B L D S</a> ]
	Study and teaching. Research [ <a href="#">H R B L D S</a> ]
SB611.3	General works [ <a href="#">H R B L D S</a> ]
SB611.34.A-Z	By region or country, A-Z [ <a href="#">H R B L D S</a> ]
SB611.4	Economic aspects (General) [ <a href="#">H R B L D S</a> ]
	Biological control (General) [ <a href="#">H R B L D S</a> ]
SB611.5	General works [ <a href="#">H R B L D S</a> ]
SB611.6	Microbiological methods. Microbial herbicides [ <a href="#">H R B L D S</a> ]
	By region or country, A-Z [ <a href="#">H R B L D S</a> ]
	United States [ <a href="#">H R B L D S</a> ]
SB612.A2	General works [ <a href="#">H R B L D S</a> ]



## General principles (3)

- Within a given topical area, prefer classing by subject over classing by place
- Exceptions
  - Instructions in schedules take precedence
  - Clear precedent in shelflist takes precedence

5

## General principles (4)

LC Class # <input type="text" value="hv6556"/>		Go	⏏	⏶	⏷	⏵	⏸	⏹
<a href="#">Social pathology</a> . <a href="#">Social and public welfare</a> . <a href="#">Criminology</a> -- <a href="#">Criminology</a> -- <a href="#">Crimes and offenses</a> -- <a href="#">Crimes against the person</a> --Sex crimes								
	Sex crimes	<a href="#">[H R B L D S]</a>						
HV6556	General works	<a href="#">[H R B L D S]</a>						
	By region or country see	<a href="#">HV6592-6593</a> <a href="#">[H R]</a>						
HV6557	Female sex offenders	<a href="#">[H R B L D S]</a>						
	Rape	<a href="#">[H R B L D S]</a>						
HV6558	General works	<a href="#">[H R B L D S]</a>						

A work on female sex offenders in Germany would be classed at:

HV6557

*not* at HV6592-6593 (By region or country)



## General principles (5)

- Use the most specific number available
- Use a broader number if:
  - No specific number is available, and
  - It is not feasible to propose a new number

7



## General principles (6)

- When several subjects are discussed in a work, choose a class number according to the most appropriate of these guidelines:
  - Class according to instructions in schedules
  - Class according to dominant subject
  - If no subject is dominant, class under first subject mentioned in the work
  - Class with a broader subject, if the work deals with several subjects that, taken together, constitute a major part of a larger subject

8



## General principles (7)

- When several numbers appear satisfactory:
  - Class according to the intent of the author
  - Alternatively, class where it appears the work would be most usefully located

9



## General principles (8)

- Influence of one subject on another:
  - Class with the subject influenced
    - But, instructions in the schedules and past practices take precedence

*Example:*

How to use social norms marketing to prevent driving after drinking / Jeffrey W. Linkenbach. 2006.

Class in:

- HE5620.D7 Drunk driving. Drinking and traffic accidents

10



## General principles (9)

- Relationship between order of subject headings and class number
  - *Subject Cataloging Manual: Subject Headings* H 80
  - Class number and first subject heading usually match

11



## Exercise 1

[Biology \(General\)](#)--Ecology

Ecology [\[H R B L D S\]](#)

Class here works on general ecology and general animal ecology. For works on ecology of individual animals and groups of animals, see the animal

For human ecology see [GF1-900](#) [\[H R\]](#)

For ecology of a particular topographic area see [QH101-199.52](#) [\[H R\]](#)

For plant ecology see [QK900-989](#) [\[H R\]](#)

Cf. [BL65.E36](#) Ecology and religion [\[H R\]](#)

Cf. [HX550.E25](#) Communism and ecology [\[H R\]](#)

Cf. [QH546](#) Ecological genetics [\[H R\]](#)

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## Finding a number

---

- General principles
  - Choose the most specific number possible
  - Locate the item with related materials
- Some strategies
  - Classification Web
  - Other bibliographic records
  - LCSH, authority records
  - Schedules

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## Finding a number (2)

---

- Classification Web
  - Classification search
    - Captions
    - Keywords
    - Index terms
  - LC Subject Heading & LC Classification Number Correlations

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## ClassWeb search options

- **Caption**
  - Searches text in captions only
  - Left match: retrieves only captions that begin with the search term
  - *Caution:* easy to miss relevant numbers
- **Keyword**
  - Word or phrase anywhere
  - Searches notes, multiple captions

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### Caption Search

[Search](#) [Reset](#) [Logout](#) [Close](#) [Menu](#) [Help](#)

#### Classification Search

<a href="#">Caption</a> <a href="#">Keyword</a> <a href="#">Index term</a> <a href="#">Caption or index term</a> <a href="#">Classification number</a>	<input type="text" value="plate tectonics"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="button" value="Browse"/> <input type="button" value="Browse"/> <input type="button" value="Browse"/> <input type="button" value="Browse"/> <input type="button" value="Browse"/>
--	--	---

←

**Display Options**

Return  records per page.

Display ☐ no hierarchy, ☐ caption, ☐ partial hierarchy or ☐ entire hierarchy.

Include ☐ schedules, ☐ tables or ☐ both ("both" option not available for Classification number searches).

**Search Options** (only apply when you click on the "Search" button)

Find ☐ all matching terms (AND search) or ☐ any matching term (OR search).

Run a ☐ simple or ☐ boolean search (requires quotes around your search terms).

☐ Case sensitive search (capital letters and accent marks must match).

☐ Exact match (don't perform a truncation search that returns alternate word endings)

**Caption search results**

**[Plate tectonics](#) (2)**  
     [Z6033.P713](#)  
     [\[QE511.4-.46\]](#)  
 Plate tectonics [\[H R B L S D C\]](#)  
 Plate tectonics [\[H R B L S D C\]](#)

**[Plate towers](#) (1)**  
     [TP159.P6](#)  
 Plate towers [\[H R B L S D C\]](#)

<a href="#">Geology</a> -- <a href="#">Dynamic and structural geology</a> --Plate tectonics	
QE509.4	Mantle <a href="#">[H R B L D S]</a>
QE509.5	Temperature <a href="#">[H R B L D S]</a>
QE511	Earth's crust. Isostasy <a href="#">[H R B L D S]</a> Cf. <a href="#">QB331</a> Gravity determinations
QE511.2	Island arcs <a href="#">[H R B L D S]</a>
	<b>Plate tectonics <a href="#">[H R B L D S]</a></b>
QE511.4	General works <a href="#">[H R B L D S]</a>
QE511.42	Neotectonics <a href="#">[H R B L D S]</a>
QE511.44	Morphotectonics <a href="#">[H R B L D S]</a>
QE511.46	Subduction zones <a href="#">[H R B L D S]</a>

## Caption vs. keyword

**Classification Search**

<a href="#">Caption</a>	<input type="text" value="food safety"/>	<input type="button" value="Browse"/>
<a href="#">Keyword</a>	<input type="text"/>	<input type="button" value="Browse"/>
<a href="#">Index term</a>	<input type="text"/>	<input type="button" value="Browse"/>
<a href="#">Caption or index term</a>	<input type="text"/>	<input type="button" value="Browse"/>
<a href="#">Classification number</a>	<input type="text"/>	<input type="button" value="Browse"/>

Browse caption results: no match for "Food safety"

**[Food service](#) (3)**  
     [TA1227](#)  
     [\[TX943-946.5\]](#)  
     [RA999.F65](#)  
 Food service [\[H R B L S D C\]](#)  
 Food service [\[H R B L S D C\]](#)  
 Food service [\[H R B L S D C\]](#)

**[Food service. Restaurants](#) (1)**  
     [Z5986](#)  
 Food service. Restaurants [\[H F\]](#)

**[Food stamp program](#) (1)**  
     [KF3745.F62](#)  
 Food stamp program [\[H R B L\]](#)

## Caption vs. keyword (2)

[Search](#) [Reset](#) [Logout](#) [Close](#) [Menu](#) [Help](#)

### Classification Search

<a href="#">Caption</a>	<input type="text"/>	<a href="#">Browse</a>
<a href="#">Keyword</a>	food safety	<a href="#">Browse</a>
<a href="#">Index term</a>	<input type="text"/>	<a href="#">Browse</a>
<a href="#">Caption or index term</a>	<input type="text"/>	<a href="#">Browse</a>
<a href="#">Classification number</a>	<input type="text"/>	<a href="#">Browse</a>

Keyword search results: 2 items matching "Food safety"

[TX911.3.S24](#)  
[TP373.5](#)

Safety measures [[H](#) [R](#) [B](#) [L](#) [S](#) [D](#) [C](#)]  
Safety measures [[H](#) [R](#) [B](#) [L](#) [S](#) [D](#) [C](#)]

<a href="#">Home economics--Hospitality industry. Hotels, clubs, restaurants, etc. Food service--Special topics, A-Z--Safety measures</a>	
TX911.3.R3	Rates [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
TX911.3.R47	Reservations [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
TX911.3.R48	Restrooms [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
TX911.3.R57	Risk management [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
	Room service see <a href="#">TX943-946.5</a> [ <a href="#">H</a> <a href="#">R</a> ]
<a href="#">TX911.3.S24</a>	Safety measures [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
TX911.3.S3	Sanitation [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
TX911.3.S4	Security [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]

<a href="#">Chemical technology--Food processing and manufacture--Safety measures</a>	
TP373	Food processing plants and equipment [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ] Cf. <a href="#">TH4526</a> Building construction [ <a href="#">H</a> <a href="#">R</a> ]
TP373.2	Transportation [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
TP373.3	Storage [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ] Including food storage pests Cf. <a href="#">SB937</a> Farm insect pests [ <a href="#">H</a> <a href="#">R</a> ]
<a href="#">TP373.5</a>	Safety measures [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
TP373.6	Sanitation [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
TP373.8	By-products [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]

## Class/Subject Correlations

[Reset](#) [Logout](#) [Close](#) [Menu](#) [Help](#)

### LC Class/Subject Correlations Search

[LC classification number](#)  [Find](#)  
[Subject heading](#) sociology dictionaries german [Find](#)

- To find the subject headings most frequently used with a specific LC classification number, enter the number in the LC classification number field.
- To find the LC classification numbers most frequently used with a specific subject heading or subject heading string, enter the heading in the Subject heading field.

[Display Options](#)

Return  records per page.

## Class/Subject Correlations (2)

[|<](#) [<](#) [>](#) [>|](#) [Reset](#) [Logout](#) [Close](#) [Menu](#) [Help](#)

### LC Class/Subject Correlations Search: All Records

[Sociology--Dictionaries--German.](#) [[L](#) [D](#)]  
 → [HM17](#) (17) [[B](#) [L](#) [D](#) [S](#)]  
    [HM425](#) (2) [[B](#) [L](#) [D](#) [S](#)]

[Sociology--Dictionaries--Greek, Modern.](#) [[L](#) [D](#)]  
    [HM17](#) (1) [[B](#) [L](#) [D](#) [S](#)]

[Sociology--Dictionaries--Hindi.](#) [[L](#) [D](#)]  
    [HM17](#) (1) [[B](#) [L](#) [D](#) [S](#)]

Always check numbers  
for currency!

## Class/Subject Correlations (3)

[Sociology](#)--Dictionaries. Encyclopedias

	see <a href="#">HM421</a>
(HM15)	Collected works (nonserial) [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
	see <a href="#">HM585-606</a>
(HM17)	Dictionaries. Encyclopedias [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
	see <a href="#">HM425</a>
	History [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
	see <a href="#">HM435-477</a>
(HM19)	General works [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
	see <a href="#">HM435</a>
(HM22.A-Z)	By region or country, A-Z [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
	Under each country:
	(.x) General works
	(.x2A-.x2Z) Biography, A-Z
	see <a href="#">HM477.A-Z</a>

## Class/Subject Correlations (4)

LC Class #

Go

[Sociology](#)--Dictionaries. Encyclopedias

HM417.A-Z	Other languages, A-Z [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
HM419	Societies [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
	Cf. <a href="#">H10-19</a> Social sciences [ <a href="#">H</a> <a href="#">R</a> ]
HM421	Congresses [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
	Collected works (nonserial) see <a href="#">HM585-606</a>
HM425	Dictionaries. Encyclopedias [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
HM427	Terminology. Abbreviations. Notation [ <a href="#">H</a> <a href="#">R</a> ]
HM429	Directories [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]

HM425 is the currently valid number



## Finding a number (3)

- Consult other bibliographic records
  - Prefer recent LC records
    - Searching LC's online catalog is a good strategy
  - Remember that the first subject heading usually matches the call number
  - Remember that catalog records may include obsolete numbers or reflect obsolete practices

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## Subject search on “identity theft” in LC’s catalog – selected results:

HV6675 .N48 1999

Identity theft : the cybercrime of the millennium / by John Q. Newman . 1999.

**SUBJECT:** Identity theft.  
Internet fraud.  
Computer crimes.

KF9367.Z9 J37 2006

Identify theft and how to protect yourself / by Margaret C. Jasper. 2006.

**SUBJECTS:** Identity theft--United States--Popular works.  
Identification cards--Forgeries--United States--Popular works.

**SERIES:** Law for the layperson

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## Subject search on “identity theft” in LC’s catalog – selected results:

### [QA76.9.A25 T96 2005](#)

Computer privacy annoyances : how to avoid the most annoying invasions of your personal and online privacy / Dan Tyan. 2005.

**SUBJECTS:** Computer security.  
Computers--Access control.  
Data protection.  
Identity theft.

### [HV6679 .C49 2004](#)

Save your identity : ID theft awareness, prevention, and recovery / Michael Chesbro. 2004.

**SUBJECT:** Identity theft--United States.  
Identity theft--United States--Prevention.

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## Checking the schedule: HV6675+

[Social pathology. Social and public welfare. Criminology--Criminology--Crimes and offenses--Crimes against property--Embezzlement. Forgery, etc.--General works](#)

	Embezzlement. Forgery, etc. [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
<a href="#">HV6675</a>	General works [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
	By region or country [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
	United States [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
<a href="#">HV6679</a>	General works [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
<a href="#">HV6684.A-Z</a>	By place, A-Z [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
<a href="#">HV6685.A-Z</a>	Other regions or countries, A-Z [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
	Subarrange each country by Table <a href="#">H73</a>
<a href="#">HV6688</a>	Extortion [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
	Fraud. Swindling. Confidence games [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
<a href="#">HV6691</a>	General works [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
<a href="#">HV6692.A-Z</a>	Biography of swindlers, A-Z [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
	By region or country [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
	United States [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]



## Finding a number (4)

- LCSH and subject authority records
  - Suggested class numbers are included for some headings
    - only if very close correspondence between subject heading & LCC schedules
  - Not kept up-to-date
  - Never use these numbers without checking
- In subject authority records, class number is in 053 field

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## Example: class numbers in LCSH

**Green movement** (May Subd Geog) [[R](#) [S](#) [D](#)]

[\[GE195-199\]](#) (Environmental sciences) [[B](#) [L](#) [S](#) [D](#)]

[\[JA75.8\]](#) (Political science) [[B](#) [L](#) [S](#) [D](#)]

Here are entered works on the movement that embraces a political culture and lifestyle focused on environmental and other issues, such as ecological accountability, grass roots democracy, and pacifism, often based in a separate political party.

UF Ecologism

Environmental action groups

Environmental groups

BT [Environmentalism](#)

RT [Political ecology](#)

## Example: 053 field in subject authority record

Authority File: Green movement				MARC Help	
ARN 2709406					
<u>Rec stat</u>	c	<u>Entered</u>	19900202	<u>Replaced</u>	19980326123702.2
<u>Type</u>	z	<u>Upd status</u>	a	<u>Enc lvl</u>	n
<u>Roman</u>		<u>Ref status</u>	a	<u>Mod rec</u>	
<u>Govt agn</u>		<u>Auth status</u>	a	<u>Subj</u>	a
<u>Series</u>	n	<u>Auth/ref</u>	a	<u>Geo subd</u>	i
<u>Ser num</u>	n	<u>Name</u>	n	<u>Subdiv tp</u>	n
				<u>Source</u>	
				<u>Name use</u>	b
				<u>Subj use</u>	a
				<u>Ser use</u>	b
				<u>Rules</u>	n
010	sh 90000587				
040	DLC \$b eng \$c DLC \$d DLC				
053	GE195 \$b GE199 \$c Environmental sciences ←				
053	JA75.8 \$c Political science ←				
150	Green movement				
450	Ecologism				
450	Environmental action groups				
450	Environmental groups				
550	Environmentalism \$w g				
550	Political ecology				



## Finding a number (5)

- Go directly to the schedules
  - Often difficult for the beginner
  - May be the best approach for those working in specialized subject areas
- Consult the outline for guidance on where to start
- Use the index of the appropriate schedule

## Using the index

Strategic marketing : an applied perspective / Karel Jan Alsem.

**SUBJECT:** Marketing--Management.

From Schedule H Index:

Market share: HD2757.15

Market surveys: HF5415.3

Marketing: HF5410+ 

Accident insurance: HG9321

Accounting: HF5686.M35

Accounting business: HF5628.5

Banks: HG1616.M3

HF	COMMERCE
Business	
Marketing	
5410	Periodicals. Societies. Serials
5411	Congresses
-----	
5415	General works
	By region or country
5415.1	United States
54415.12	Other regions or countries, A-Z
-----	
	Marketing management
5415.13	General works
5415.135	Decision making
	Product management
5415.15	General works
5415.152	Bundling



## Works on a single topic

- Choose a number for the topic or a facet of the topic
- If a breakdown is not provided, use the General Works number

35



## Works on a single topic (2)

- General special:
  - *SCM: Classification F 290*
  - No longer used in newly published schedules, but continues to appear in older schedules
  - Used for “amorphous” works for which it is impossible to determine precisely the actual concepts discussed

36



## Works on a single topic (3)

- General special (cont'd)
  - Used for works involving subjects so new that it cannot be immediately determined where they fit in a classification hierarchy
  - Do not use when number can be determined and designated. Propose a new number if necessary
  - Do not propose new General special numbers

37

## Works on a single topic (4)

LC Class # <input type="text" value="gn281.4"/> <input type="button" value="Go"/> <input type="button" value="⏮"/> <input type="button" value="⏪"/> <input type="button" value="⏩"/> <input type="button" value="⏭"/>	
<a href="#">Anthropology</a> -- <a href="#">Physical anthropology</a> . <a href="#">Somatology</a> -- <a href="#">Human evolution</a> --General special	
	Human evolution <a href="#">[H R B L D S]</a>
	Including the origin of man
	Cf. <a href="#">BF698.95</a> Evolutionary psychology <a href="#">[H R]</a>
	Cf. <a href="#">BL263</a> Natural theology <a href="#">[H R]</a>
	Cf. <a href="#">QH359-425</a> Biology <a href="#">[H R]</a>
GN281	General works <a href="#">[H R B L D S]</a>
GN281.4	General special <a href="#">[H R B L D S]</a>
	Fossil man. Human paleontology <a href="#">[H R B L D S]</a>
	Class here works on physical remains only, including particular parts of the skeleton.
	For works on physical remains and associated cultural remains see <a href="#">GN768-776.52</a> <a href="#">[H R]</a>
GN282	General works <a href="#">[H R B L D S]</a>
GN282.5	General special <a href="#">[H R B L D S]</a>
	e.g. Piltdown man

## Works on a single topic (5)

◀ Previous   Next ▶  
Brief Record   Subjects/Content   Full Record   MARC Tags

*Perfect planet, clever species : how unique are we? / William C. Burger.*

**LC Control No.:** 2002068117

**Type of Material:** Book (Print, Microform, Electronic, etc.)

**Personal Name:** [Burger, William C.](#)

**Main Title:** Perfect planet, clever species : how unique are we? / William C. Burger.

**Published/Created:** Amherst, N.Y. : Prometheus Books, 2003.

**Description:** 345 p. : ill. (some col.) ; 24 cm.

**ISBN:** 1591020166 (alk. paper)

**Notes:** Includes bibliographical references (p. 295-328) and index.

**Subjects:** [Human evolution.](#)

[Life on other planets.](#)

[Exobiology.](#)

**LC Classification:** GN281.4 .B87 2003

**Dewey Class No.:** 599.93/8 21



## Works on a single topic (6)

- Form numbers:
  - Periodicals, societies, congresses, dictionaries, etc.
  - Use form numbers if given, otherwise class with General works

**Works on a Single Topic (7)**

<u>Commerce--Business education. Commercial education--General special</u>	
	Business education. Commercial education [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
	Cf. <a href="#">HD30.4-42</a> Management study and teaching [ <a href="#">H</a> ]
	Cf. <a href="#">HF5415.4</a> Distributive education [ <a href="#">H</a> <a href="#">R</a> ]
	Cf. <a href="#">HF5630</a> Accounting education [ <a href="#">H</a> <a href="#">R</a> ]
	Cf. <a href="#">LC2780.4</a> Business education of African American [ <a href="#">R</a> ]
HF1101	Periodicals. Societies. Serials [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
HF1102	Congresses [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
(HF1103-1104)	Collected works [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ] see <a href="#">HF1106</a>
HF1106	General works [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
HF1108	History [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
HF1111	Higher commercial education [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
HF1116	Correspondence schools, home-study courses, etc. [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
HF1118	Problems, exercises, examinations [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ] Including Graduate Management Admission Test
(HF1121)	General special [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ] see the specific subject
	By region or country [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
	United States [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
HF1131	General works [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]

**Works on a single topic (8)**

- Place numbers:
  - For a work treating a topic with regard to a particular place:
    - class with a number that brings out both topic and place, if available
    - if there are no geographic provisions under the specific topic, class with the specific topic

[Home economics--Nutrition. Foods and food supply](#)--Diet, food supply, nutrition policy of special countries

	Diet, food supply, nutrition policy of special countries <a href="#">[H R L D S]</a>
TX360.A-Z	By region or country, A-Z <a href="#">[H R B L D S]</a> Under each country: .x General works .x2A-.x2Z By state, province, etc., A-Z .x3A-.x3Z Special. By city, A-Z e.g. United States <a href="#">[H R B L D S]</a> General works <a href="#">[H R B L D S]</a> By state, A-W <a href="#">[H R B L D S]</a> By city, A-Z <a href="#">[H R B L D S]</a> Developing countries <a href="#">[H R B L D S]</a>
TX360.U6	
TX360.U62A-.U62W	
TX360.U63A-.U63Z	
TX360.5	
TX361.A-Z	Diet and nutrition of special classes and groups, A-Z <a href="#">[H R L D S]</a>
TX361.A27	African Americans <a href="#">[H R B L D S]</a>
TX361.A3	Aged. Older people <a href="#">[H R B L D S]</a>
TX361.A4	Agricultural laborers <a href="#">[H R B L D S]</a>
	Astronauts see <a href="#">TX361.S63</a> <a href="#">[H R]</a>
TX361.A8	Athletes <a href="#">[H R B L D S]</a>
TX361.B64	Bodybuilders <a href="#">[H R B L D S]</a>
TX361.C5	Children <a href="#">[H R B L D S]</a>

Where would you class a work on the diet of athletes in China?

## Works on a single topic (10)

- Period numbers:
  - Class in period numbers if provided
  - If work covers several time spans listed, select the earliest

## Works on a single topic (11)

<a href="#">Manners and customs (General)</a> -- <a href="#">Costume. Dress. Fashion</a> -- <a href="#">By region or country</a> -- <a href="#">Europe</a> -- <a href="#">France</a> --General works	
GT847.A-Z	By division, A-Z [ <a href="#">H R B L D S</a> ]
GT849.A-Z	By city, A-Z [ <a href="#">H R B L D S</a> ]
	France [ <a href="#">H R B L D S</a> ]
GT850	General works [ <a href="#">H R B L D S</a> ]
	By period [ <a href="#">H R B L D S</a> ]
GT851	Ancient [ <a href="#">H R B L D S</a> ]
GT852	Medieval [ <a href="#">H R B L D S</a> ]
	Modern [ <a href="#">H R B L D S</a> ]
GT853	General works [ <a href="#">H R B L D S</a> ]
GT855	15th-16th centuries [ <a href="#">H R B L D S</a> ]
GT857	17th century. Reign of Louis XIV [ <a href="#">H R B L D S</a> ]
	18th century. Early 19th century [ <a href="#">H R B L D S</a> ]
GT860	General works [ <a href="#">H R B L D S</a> ]
GT863	Reign of Louis XV [ <a href="#">H R B L D S</a> ]
GT865	Reign of Louis XVI [ <a href="#">H R B L D S</a> ]
GT867	French Revolution [ <a href="#">H R B L D S</a> ]
	19th century [ <a href="#">H R B L D S</a> ]
GT871	General works [ <a href="#">H R B L D S</a> ]
GT873	First Empire [ <a href="#">H R B L D S</a> ]
GT875	Second Empire [ <a href="#">H R B L D S</a> ]
GT880	20th century [ <a href="#">H R B L D S</a> ]

## Works on a single topic (12)

[Brief Record](#)
[Subjects/Content](#)
[Full Record](#)
[MARC Tags](#)

*Illusion and reality : fashion in France, 1700-1900 : the Museum of Fine...*

LC Control No.: 86018079

Type of Material: Book (Print, Microform, Electronic, etc.)

Personal Name: [Blum, Dilys, 1947-](#)

Main Title: Illusion and reality : fashion in France, 1700-1900 : the Museum of Fine Arts, Houston, September 10, 1986-January 11, 1987 / Dilys Blum.

Published/Created: Houston, Tex. : The Museum, c1986.

Related Names: [Museum of Fine Arts, Houston.](#)

Description: 46 p. : ill. (some col.) ; 28 cm.

ISBN: 0890900396 (pbk.)

Notes: Bibliography: p. 42-44.

Subjects: [Clothing and dress--France--History--18th century--Exhibitions.](#)  
[Clothing and dress--France--History--19th century--Exhibitions.](#)

LC Classification: GT860 .B57 1986

## Works on multiple topics

- If there are two or more topics:
  - Follow instructions in schedule

	Human anatomy [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
	Class here only works that deal with human anatomy
	For physical anthropology see <a href="#">GN49-298</a> [ <a href="#">H</a> <a href="#">R</a> ]
	For comparative anatomy see <a href="#">QL801-950.9</a> [ <a href="#">H</a> <a href="#">R</a> ]
	→ For works that include both human physiology and anatomy see <a href="#">QP1-981</a> [ <a href="#">H</a> <a href="#">R</a> ]
QM1	Periodicals, societies, congresses, serial publications [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
QM5	Collected works (nonserial) [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]

- No instructions in the schedule: class for the dominant topic

## Works on multiple topics (2)

**Personal Name:** [Tillman, Earl](#).

**Main Title:** How to get a raise or promotion without asking : and how to make the most of what you make / Earl Tillman.

**Edition Information:** 1st ed.

**Published/Created:** Rome, Ga. : Wealth Communications, 1997.

**Description:** 154 p. : ill. ; 24 cm.

**ISBN:** 0965902609

**Subjects:** [Promotions](#).

[Wages](#).

[Career development](#).

[Negotiation in business](#).

[Finance, Personal](#).

[Managing your boss](#).

**LC Classification:** [HF5549.5.P7](#) T55 1997

Promotions is the dominant topic

Commerce—Business—Personnel management.  
Employment management—By topic—Promotions



## Works on multiple topics (3)

- If there is no dominant topic:
  - Class under the first topic mentioned in the work
  - Choose the broader topic if the two or three topics constitute the whole of the topic
  - If there are four or more topics, choose the general number

49



## No dominant topic

- Class under first topic mentioned in the work  
Chemistry of arsenic, antimony, and bismuth. 1998.  
QD      Chemistry  
181      Special elements, A-Z  
.A7      Cutter for Arsenic
- Class under broader topic if the two or three topics constitute the whole of the broader topic
  - for a work on the management of beef cattle and dairy cattle, class under the broader topic, Cattle

50



## Relationships among topics

- Use the number for the relationship if available, e.g., BL239-265 Religion and science
- When the work treats the influence of one topic on another, class for the topic being influenced

51



## Relationships among topics (2)

- When the work treats the application of one topic to another, class with the topic being acted upon
  - Computers and the history of art, class in N
  - Cable television and education, class in L

52

## Practice

[Social pathology. Social and public welfare. Criminology--Substance abuse](#)--Periodicals.  
Societies. Serials

	Substance abuse <a href="#">[H R B L D S]</a>
HV4997	Periodicals. Societies. Serials <a href="#">[H R B L D S]</a>
HV4998	General works <a href="#">[H R B L D S]</a>
HV4999.A-Z	Special classes of people, A-Z <a href="#">[H R B L D S]</a>
HV4999.C45	Children <a href="#">[H R B L D S]</a>
HV4999.D43	Deaf <a href="#">[H R B L D S]</a>
HV4999.H64	Homeless <a href="#">[H R B L D S]</a>
HV4999.P37	Parents <a href="#">[H R B L D S]</a>
HV4999.W65	Women <a href="#">[H R B L D S]</a>
HV4999.Y68	Youth <a href="#">[H R B L D S]</a>
	By region or country <a href="#">[H R B L D S]</a>
	United States <a href="#">[H R B L D S]</a>
HV4999.2	General works <a href="#">[H R B L D S]</a>
HV4999.3.A-Z	By region or state, A-Z <a href="#">[H R B L D S]</a>
HV4999.4.A-Z	By city, A-Z <a href="#">[H R B L D S]</a>
HV5000.A-Z	Other regions or countries, A-Z <a href="#">[H R B L D S]</a>



## Summary

- Remember the general principles outlined in SCM F 10
- There are many strategies used to find a number, using many different tools
- Keep the focus of the work in mind when determining an appropriate class number

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FOR DOUBLE SIDED COPY*

### **Principles of LC Classification: Exercise 1**

LC Class # **QH540+** (Appendix A)

Principle: Use the most specific number available.

Supply the class number (not complete call number) for the following titles:

1. Nature's economy : a history of ecological ideas.
2. Dictionary of the environment.
3. Economy of nature : a textbook in basic ecology.
4. Ecological research strategy.
5. Performing ecological risk assessments.
6. Philosophy of ecology : from science to synthesis.
7. Survey methods for ecosystem management.

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FOR DOUBLE SIDED COPY*

# Tables

## Session 7

# Tables

- Tables are used extensively in LCC
- Some tables apply to very limited topics, some are used throughout the system
- In this session:
  - Overview of the types of tables
  - Tables of general application
- Later sessions: tables used in H, N, P

2

## Where are tables found?

Tables that apply:	Appear:
To a specific subject or span of numbers	In the text of the schedule: “Internal tables”
To various subjects in a class or subclass	At the end of the schedule, before the index: “External tables”
Throughout the schedules	In <i>SCM: Shelflisting</i>

## Internal table : class T

T	TECHNOLOGY (GENERAL)
	Industrial directories
11.95	General works
	By region or country
	United States
12	General works
12.3.A-Z	By region or state, A-Z
	<i>Under each state:</i>
	<i>.x General works</i>
	<i>.x2A-Z Local, A-Z</i>

## External table in Class H (Social Sciences) : H16

Table for economic history and conditions, by country (5 nos.)

	Table for economic history and conditions, by country (5 nos.) <a href="#">[H R]</a>
	Documents <a href="#">[H R]</a>
H16 1.A1-.A3	Serial documents <a href="#">[H R]</a>
H16 1.A4-.A42	Separate documents <a href="#">[H R]</a>
H16 1.A5-Z	Periodicals. Societies. Serials <a href="#">[H R]</a>
	Biography <a href="#">[H R]</a>
	For particular industries, see HD
H16 1.5.A2	Collective <a href="#">[H R]</a>
H16 1.5.A3-Z	Individual, A-Z <a href="#">[H R]</a>
H16 2	General works <a href="#">[H R]</a>
H16 2.5	Natural resources <a href="#">[H R]</a>
H16 3.A-Z	Local, A-Z <a href="#">[H R]</a>
H16 4	Colonies <a href="#">[H R]</a>
	Including exploitation and economic conditions
	For colonial administration and policy, see JV
H16 5.A-Z	Special topics (not otherwise provided for), A-Z <a href="#">[H R]</a>
	For list of topics, see <a href="#">HC79.A-Z</a>
	For special topics in areas within a country, see "Local," above

## Tables of general application

- These tables may be used in any schedule
  - Tables are not used if the particular schedule has its own provisions
- Geographic tables based on Cutter numbers
- Biography table
- Translation table



## Regions and Countries Table (G 300)

- Provides Cutter numbers for regions, countries, historical jurisdictions or entities, and islands
- Used when caption in classification schedule reads: By region or country, A-Z

7

## Regions and Countries Table (2)

http://desktop.loc.gov - Cataloger's Desktop - Mozilla Firefox

CATALOGER'S DESKTOP

Advanced Search Search Tips & Search History Find

Browse Document Results Doc/Results Search Preferences What's New Help Bookmarks/Notes Feedback Logout

Start Over Print Backtrack Prev Section Next Section Clear Search Bookmark/Note

Subject Cataloging Manuals — Subject Cataloging Manual: Shelflisting — General — G 300 Regions and Countries Table

Abyssinia <i>see</i> <a href="#">Ethiopia</a>	
Afghanistan	A3
Africa	A35
Africa, Central	A352
Africa, East	A353
Africa, Eastern	A354
Africa, French-Speaking West	A3545
Africa, North	A355
Africa, Northeast	A3553
Africa, Northwest	A3554
Africa, South <i>see</i> <a href="#">South Africa</a>	
Africa, Southern	A356
Africa, Sub-Saharan	A357
Africa, West	A358
Albania	A38



## Regions and Countries Table (3)

- Not used when Cutter number for place has already been established in the shelflist or classification schedule
- If a conflict exists with adjacent Cutter numbers, continue the existing Cutter arrangement, adjusting the new Cutter to maintain proper alphabetic arrangement

9

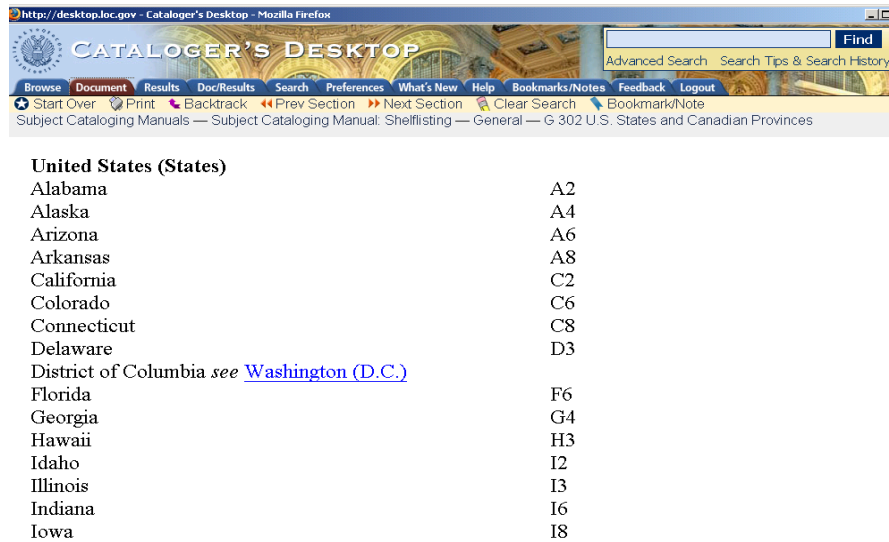


## American States and Canadian Provinces Table: G 302

- Used when caption in classification schedule reads: By state, A-W or By province, A-Z
- Same restrictions apply to G 302 as to G 300

10

## American States and Canadian Provinces Table: G 302



The screenshot shows the 'Cataloger's Desktop' web application. The title bar indicates the URL is 'http://desktop.loc.gov'. The page header includes the title 'American States and Canadian Provinces Table: G 302'. The main content area displays a table of U.S. states and their corresponding call numbers.

United States (States)	
Alabama	A2
Alaska	A4
Arizona	A6
Arkansas	A8
California	C2
Colorado	C6
Connecticut	C8
Delaware	D3
District of Columbia	see <a href="#">Washington (D.C.)</a>
Florida	F6
Georgia	G4
Hawaii	H3
Idaho	I2
Illinois	I3
Indiana	I6
Iowa	I8

## Translation table

- .x Original work
- .x12 Polyglot (3 or more languages)
- .x13 English translation
- .x14 French translation
- .x15 German translation
- .x16 Italian translation
- .x17 Russian translation
- .x18 Spanish translation



## Translation table (2)

- Used only when a uniform title plus language(s) is provided
- If two languages are specified in the uniform title, Cutter for the first language
- If the language is not listed in the table, select a number that agrees alphabetically with the table and the shelflist
- Former practice was to omit the 1, e.g., .x3 for an English translation

13



## Translation table (3)

- Do not use the translation table:
  - When the main entry is under the heading for a corporate body or a conference
  - When there are specific provisions for translations in the schedules
  - When the caption for the class number is "By language A-Z"
    - Use a Cutter based on the name of the language, e.g., E5 for English, G4 for German, etc.
  - In class M, Music
    - The Music Translation Table is used

14



## Translation table examples

[RC532 .F73813 2004](#)

Freud, Sigmund, 1856-1939.

Studien über Hysteria. English

Studies in hysteria / Sigmund Freud and Josef Breuer ; translated by Nicola Luckhurst. 2004.

[E169.Z8 B42313 1999](#)

Beauvoir, Simone de, 1908-1986.

Amérique au jour le jour. English

America day by day / Simone de Beauvoir ; translated by Carol Cosman. 1999.

15



## Translation table examples (2)

[F2513 .L65167 2001](#)

Levasseur, Emile, 1828-1911.

Brésil. Portuguese

O Brasil / por E. Levasseur. 2001.

From translation table:

.x16 Italian translation

.x17 Russian translation

- Cataloger chose the expansion 167 to fit the Portuguese translation between the numbers for Italian and Russian

16



## Biography table: G 320

- Used when biography numbers are specified in the schedule, i.e., Biography A-Z
- Used when the biographee is on the first Cutter
- Not used in classes N and P, which have their own biography tables

17



## Biography table: G 320

.x = "the call number up to here"

.x	Cutter for the biographee
.xA2	Collected works. By date
.xA25	Selected works. Selections. By date
.xA3	Autobiography, diaries, etc. By date
.xA4	Letters. By date.
.xA5	Speeches, essays, and lectures. By date Including interviews
.xA6-Z	Individual biography and criticism. By main entry Including criticism of selected works, autobiography, quotations, letters, speeches, interviews, etc.

18



## Biography table (2)

- Biography and criticism are limited to the range .xA6-Z
- Suggested Cutter numbers for entries beginning with A are:

Aa-Af	A6-699
Ag-AI	A7-799
Am-Ar	A8-899
As-Az	A9-999


19



## Classifying biographies: F 275

- Class biographical works, individual or collective, under the topic with which the biographee is most closely identified
  - For persons with multi-faceted careers, but one facet is emphasized, class with that facet
- Class in CT (Biography):
  - Works on individuals not identified with a specific topic
  - Individual biography of a person with multiple careers, no particular one emphasized

20



## Collective vs. individual biography

---

- Collective biography:
  - discusses the lives and/or contributions of two or more persons with a discrete section of the work devoted to each
  - the biography table is not used for collective biography
- Individual biography:
  - discusses the life and/or contributions of an individual to a given field
  - an autobiography

21



## No biography number?

---

- If no biography number is provided:
  - Class biographies of individuals closely associated with a particular topic in the General works number for the topic
  - Use double Cutter numbers, first for biographee, second for main entry

22

## Biography table examples

LC Class # <input type="text" value="gn21"/> <input type="button" value="Go"/>	
<a href="#">Anthropology--Biography</a> --Individual, A-Z	
GN14	Anthropological archives [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
GN17	History [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
GN17.3.A-Z	By region or country, A-Z [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
	Biography [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
GN20	Collective [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
GN21.A-Z	Individual, A-Z [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
	General works, treatises, and textbooks [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
GN23	Early through 1870 [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
GN24	1871-1974 [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
GN25	1975- [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
GN27	General special (Special aspects of the subject as a whole) [ <a href="#">D</a> <a href="#">S</a> ]



## Individual biography

GN21.B45 Y68 2005

Young, Virginia Heyer.

Ruth Benedict : beyond relativity, beyond pattern. 2005.

*SUBJECTS:*

Benedict, Ruth, 1887-1948.

Women anthropologists--United States--Biography.

- Biography table: .xA6-Z, Individual biography, by main entry
- First Cutter for the biographee (Benedict): .B45
- Second Cutter for main entry (Young): Y68
- Add date of publication



## Autobiography

GN21.F6 A3 2004

Fox, Robin, 1934-

Participant observer : memoir of a transatlantic life. 2004.

*SUBJECTS:* Fox, Robin, 1934-

Anthropologists--England--Biography.

Anthropologists--United States--Biography.

- Biography table: .xA3 Autobiography, diaries, etc. By date
- First Cutter for the biographee (Fox): .F6
- Second Cutter A3 from the biography table: A3
- Add date of publication

25



## Selected works

GN21.M25 A25 1993

Malinowski, Bronislaw, 1884-1942.

The early writings of Bronislaw Malinowski / edited by Robert J. Thornton and Peter Skalnik

*SUBJECTS:* Malinowski, Bronislaw, 1884-1942.

Ethnology.

- Biography table: .xA25 Selected works. Selections. By date
- First Cutter for the biographee (Malinowski): .M25
- Second Cutter A25 from the biography table: A25
- Add date of publication

26

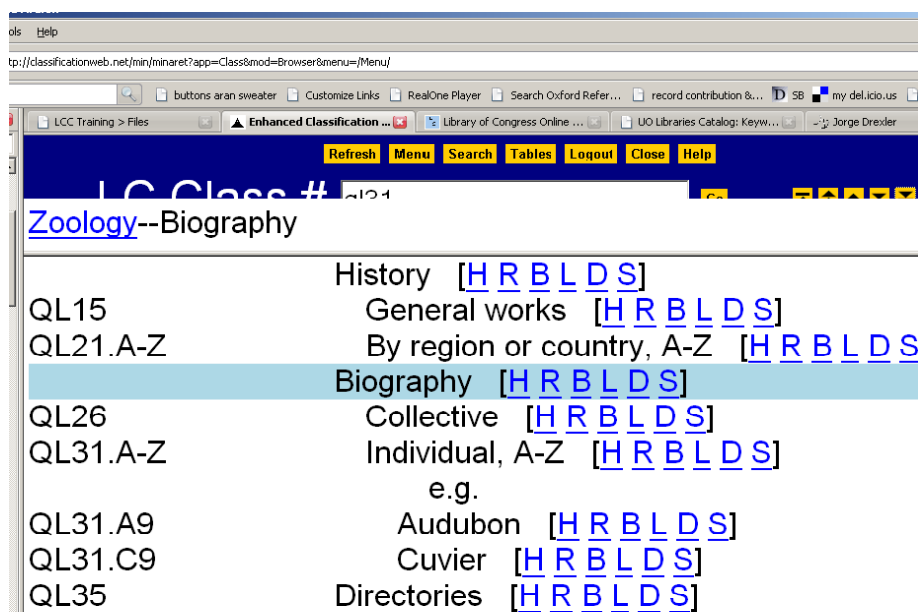
## Exercise 1

### Zoology--Biography

	History <a href="#">[H R B L D S]</a>
QL15	General works <a href="#">[H R B L D S]</a>
QL21.A-Z	By region or country, A-Z <a href="#">[H R B L D S]</a>
	Biography <a href="#">[H R B L D S]</a>
QL26	Collective <a href="#">[H R B L D S]</a>
QL31.A-Z	Individual, A-Z <a href="#">[H R B L D S]</a>
	e.g.
QL31.A9	Audubon <a href="#">[H R B L D S]</a>
QL31.C9	Cuvier <a href="#">[H R B L D S]</a>
QL35	Directories <a href="#">[H R B L D S]</a>



## Exercise 1

**Tables: Exercise 1**

Supply the complete call number for the titles below. Use the LC Cutter table where necessary.


Cutter for Jane Goodall: .G58

Call Number	Record. Main Entry in <b>Bold</b>
	<p><b>Goodall, Jane, 1934-</b> . Through a window : my thirty years with the chimpanzees of Gombe. 1990.</p> <p><b>SUBJECTS:</b>            Goodall, Jane, 1934-            Chimpanzees--Behavior--Tanzania--Gombe Stream National Park.            Zoologists--Biography.</p>
	<p><b>Goodall, Jane, 1934-</b> . Africa in my blood : an autobiography in letters : the early years. 2000.</p> <p><b>SUBJECTS:</b>            Goodall, Jane, 1934- --Correspondence.            Primatologists--Correspondence.</p>
	<p><b>Goodall, Jane, 1934-</b> . Beyond innocence : an autobiography in letters : the later years. 2001.</p> <p><b>SUBJECTS:</b>            Goodall, Jane, 1934- --Correspondence.            Primatologists--Correspondence.</p>

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FOR DOUBLE SIDED COPY*

	<p><b>Greene, Meg.</b> Jane Goodall : a biography. 2005.</p> <p><b>SUBJECTS:</b> Goodall, Jane, 1934- Primatologists--England--Biography.</p>
	<p><b>Koebner, Linda.</b> Tickled by a gorilla, kissed by a whale : career paths of women who work to save wildlife. 1997.</p> <p><b>SUBJECTS:</b> Animal specialists--New York (State)--New York--Biography--Juvenile literature. Women animal specialists--New York (State)--New York--Biography--Juvenile literature.</p>

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FOR DOUBLE SIDED COPY*



## Schedule P: Language and Literature

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### Session 8



## Overview

---

- General: background, features, outline, and tables
- Languages
- Literature
  - General
  - Individual
    - History and criticism
    - Individual authors



## Background

- Began development in 1909; completed in 1948
- Includes 19 subclasses
- Published in thirteen different schedules and tables

3



## Features of Schedule P

- General pattern: language and literature in the same subclass
  - EXCEPTION: Literatures in major Western European languages are represented by subclasses
- Extensive use of tables
- Classification of literature: languages and forms take precedence over topic

4

## Outline of Subclasses (1)

- P Philology. Linguistics
- PA Greek and Latin languages and literatures
- PB Modern languages (General). Celtic languages
- PC Romance languages
- PD Germanic languages (General). Scandinavian languages
- PE English language
- PF West Germanic languages
- PG Slavic, Baltic, Albanian languages and literature
- PH Uralic, Basque languages and literature
- PJ Oriental philology and literature (General). Semitic languages and literature

## Outline of Subclasses (2)

- PK Indo-Iranian languages and literatures
- PL Languages and literatures of Eastern Asia, Africa, Oceania
- PM Hyperborean, Indian, and artificial languages
- PN Literature (General)
- PQ French, Italian, Spanish, and Portuguese literatures
- PR English literature
- PS American literature
- PT Germanic literatures
- PZ Fiction and juvenile belles lettres



## Print schedules and tables

- Many schedules in P are published with multiple subclasses in one volume
  - PB-PH *Modern European Languages*
  - PR, PS, PZ *English and American Literature, Juvenile Belles Lettres*
- Tables for all schedules were consolidated, renumbered, and published in a single volume, *P-PZ Tables*, in 1982
- References to tables in older editions of P schedules may not correspond to current numbering

7



## Selected P-PZ Tables for Languages

P-PZ1 Languages (599 nos.)  
P-PZ2 Languages (431 nos.)  
P-PZ3 Languages (199 nos.)  
P-PZ4 Languages (99 nos.)  
P-PZ5 Languages (46 nos.)  
...  
P-PZ15 Languages (1 no.)  
P-PZ16 Languages (Decimal no. or Cutter no.)

8



## Typical broad outline of language tables

- Periodicals
  - (Societies, Serials, Collections)
  - (Encyclopedias, Study and teaching)
- General works
  - (Language acquisition, History of the language)
- Grammar
  - (Textbooks, Readers, Syntax)
- Dictionaries
  - (same language, two or more languages)
- Dialects

9



## Applying the language tables

Beginning Manx Gaelic : lessons in Manx / [Mona Douglas]. 2002

SUBJECT: Manx language--Textbooks for foreign speakers--English.

PB                      Modern languages. Celtic languages  
                                 Manx

1801-1846              Language (Table P-PZ5)

*Note the range is 46 numbers*

10



## Table P-PZ5

Table for languages (46 nos.)

....

10.5

Script

Grammar

11

General works

12

General special

Textbooks

13.A2

History and criticism



13.A3-Z

**Textbooks**

....

11



## Applying the language tables (2)

Base number from schedule: 1800

Add number from table: 13

1813

Cutter for main entry (Douglas) within A3-Z  
range (D68)

PB1813.D68 2002

12



## Lexicography: Monolingual vs. Bilingual

- Diccionario de la lengua española. 2005.  
**PC4625** .D478 2005
  - HIERARCHY: Romance philology and languages – Spanish – Language – Lexicography – Dictionaries – **Spanish only** – 1800- -- General
- The American Heritage pocket Spanish dictionary. 2001.  
**PC4640** .A46 2001
  - HIERARCHY: Romance philology and languages – Spanish – Language – Lexicography – Dictionaries – **Bilingual** – Spanish-English; English-Spanish


13



## Lexicography vs. Subject

- Vocabulaire trilingue des véhicules de transport routier = Trilingual vocabulary of road transport vehicles = Vocabulario trilingüe de autotransporte de carga.
- CALL NUMBER: **HE141 .V63 1995**  
HIERARCHY: Transportation and communications. Dictionaries. Encyclopedias.
  - **SUBJECTS:**  
Trucking--Dictionaries.  
Trucking--Dictionaries--French.  
Trucking--Dictionaries--Spanish.


14



## Exercise 1

---

Schedule P  
Exercise 1:  
P-PZ1b (German language)  
  
is at the end of this session



## PN: Literature (General) Plus--

PN1-6790	<a href="#">Literature (General)</a> [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
PN1560-1590	<a href="#">The Performing arts. Show business</a> [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
	Cf. M, Music
	Cf. <a href="#">BP190.5.P4</a> Islam and the performing arts
	Cf. <a href="#">GV1580-1799.4</a> Dance [ <a href="#">H</a> <a href="#">R</a> ]
	Cf. <a href="#">PN1600-3307.2</a> Drama [ <a href="#">H</a> <a href="#">R</a> ]
PN1600-3307.2	<a href="#">Drama</a> [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
PN3311-3503	<a href="#">Prose</a> [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
PN4001-4500.2	<a href="#">Oratory</a> [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
PN4699-5650	<a href="#">Journalism</a> [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
PN6010-6790	<a href="#">Collections of general literature</a> [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]

16



## PN: Examples (1)

- Radiant textuality : literature after the World Wide Web / Jerome McGann. New York : Palgrave, 2004.  
SUBJECT: **Criticism**--**Data processing**.
- CALL NUMBER: **PN98.E4 M39 2004**  
HIERARCHY: Literature (General) – **Criticism** – Special Topics. By subject A-Z – **Electronic Data Processing**

17



## PN: Examples (2)

- Hangin' with Lindsay Lohan / by Michael-Anne Johns. New York, Scholastic, c2004.  
*ALTERNATE TITLE: Hanging with Lindsay Lohan*
- CALL NUMBER: **PN2287.L623 J64 2004**  
HIERARCHY: Drama – Dramatic representation. The theater – Special regions and countries – America – North America – United States – Biography – Individual, A-Z

18



## Literature: Subarrangement

- Under each individual literature:
  - History and criticism
  - Collections or anthologies of more than one author
  - Individual authors
  - Non-national (local) literature


19



## Selected P-PZ Tables for Literature

- P-PZ20 Literature (194 nos.)
- P-PZ25 Literature (1 no.)
- P-PZ28 Anonymous works (1 no.)
- P-PZ31 Authors (49 nos.)
- P-PZ32 Authors (19 nos.)
- P-PZ34 Separate works (5 nos.)
- P-PZ39 Authors (1 no.)
- P-PZ40 Authors (Cutter no.)
- P-PZ43 Separate works (Successive Cutter nos.)

20



## Example 1: History and criticism

- The Cambridge history of Spanish literature.

**SUBJECT:** Spanish literature--History and criticism.

PQ6001-8929	Spanish literature
PQ6001-6168	Literary history and criticism
PQ6031-6168	History of Spanish literature
PQ6032-6036	1801-
PQ6033	English

21



## Example 2: History and criticism

Historia de la literatura mexicana : desde sus  
orígenes hasta nuestros días. 1996-2002

**SUBJECT:** Mexican literature--History and criticism

PQ7020-8929	Spanish literature outside of Spain
PQ7081-7087	Spanish America
PQ7100-7298.436	Mexico (Table P-PZ20 modified)

22



## Table P-PZ20

Table for literature (194 nos.)

History

10 Early works

Modern treatises

→ 11 **General works**

12 Textbooks

23



## Table P-PZ20 modified

Base number from schedule: 7100

Add number from table: 11

7111

Cutter for (title) main entry (Historia)

PQ7111.H57 1996

24



## Example: Collections

- The best winners of the Booker Prize. 1991.  
**PR1105 .B47 1991**
  - Hierarchy: English literature--**Collections** of English literature--General collections--Collections published after 1801
- The Columbia anthology of American poetry. 1995.  
**PS584 .C66 1995**
  - HIERARCHY: American literature--**Collections** of American literature--Poetry--Collections published 1961-

25



## Individual authors

- Works by a literary author and about that author are arranged in a single group
- Individual authors are grouped by period under each national literature
- *Example: American literature*

PS700-893	Colonial period
PS991-3390	19th century
PS3500-3549	1900-1960
PS3550-3576	1961-2000
PS3600-3626	2001-

26



## Literary author numbers (F 632)

- Normally all works by & about an author classed in one number (or range)
  - Determined by language in which author writes and author's nationality (and period if applicable)
- Authors who write in a language most commonly associated with a different country may be classed in the non-national area for that literature
  - Arundhati Roy, author from India writing in English, classed in PR9499.3 (English literature outside of Great Britain)

27



## Literary author numbers (F 632)

- Many authors write in more than one language or are associated with more than one country
- Authors who write in more than one language: a number is established under the literature of each language
  - Vladimir Nabokov:
    - PG3476.N3 Russian language works
    - PS3527.A15 English language works
    - PG3476.N3 General criticism and biography

28



## Literary author numbers (F 632)

- Authors associated with more than one country
  - One number only: class with the country of citizenship
  - Citizen of several countries? – prefer country of author's most productive years, where scholars associate the author
  - Once a decision is made, only changed if clearly in error
- Scarce information? Use what is available

29



## Individual authors (Notation)

- Most authors receive one number or a Cutter number
- Major authors have been assigned very large ranges
  - William Shakespeare, PR2750-3112
- Other prolific authors may have smaller ranges
  - Mark Twain, PS1300-1348
  - Oscar Wilde, PR5810-5828
  - Louisa May Alcott, PS1015-1018

30



## 20<sup>th</sup> and 21<sup>st</sup> century authors

- Assigned a Cutter number each, regardless of amount of material published  
     PS3511.A86 William Faulkner  
     PS3551.N464 Maya Angelou
- Cutter number generally based on the second letter of author's last name
- Class number based on the first letter of author's last name

31



## Example: Where is William Faulkner (PS3511.A86)?

[American literature--Individual authors--1900-1960--F--Fair, A.A.](#)

	Fair, A.A. see <a href="#">PS3513.A6322</a> <a href="#">[H]</a>
PS3511.A738	Farrell, James T. (James Thomas), 1904-1979 <a href="#">[HRBLDS]</a>
	Fast, Govard see <a href="#">PS3511.A784</a> <a href="#">[H]</a>
PS3511.A784	Fast, Howard, 1914- <a href="#">[HRBLDS]</a>
	Fast, Khauard see <a href="#">PS3511.A784</a> <a href="#">[H]</a>
PS3511.A87	Faust, Frederick, 1892-1944 <a href="#">[HRBLDS]</a>
	Feikema, Feike see <a href="#">PS3525.A52233</a> <a href="#">[H]</a>
	Feikema, Frederick see <a href="#">PS3525.A52233</a> <a href="#">[H]</a>
PS3511.E56	<a href="#">Fernald, Chester Bailey</a> Table P-PZ40 <a href="#">[HRBLDS]</a>
	Fever, Buck see <a href="#">PS3501.N4</a> <a href="#">[H]</a>
	Field, Peter, 1900- see <a href="#">PS3535.E745</a> <a href="#">[H]</a>
PS3511.I557	<a href="#">Finger, Charles Joseph, 1869-1941</a> Table P-PZ40 <a href="#">[HRBLDS]</a>
	Finkelstein, Mark Harris, 1922- see <a href="#">PS3515.A757</a> <a href="#">[H]</a>
PS3511.I5847	<a href="#">Finley, Harry T., 1866-1940</a> Table P-PZ40 <a href="#">[HRBLDS]</a>

32



## Printing literary author numbers

- Policy for printing literary author numbers in the P schedules:
  - Author's name changes significantly
  - Authors born before 1875
  - Authors with pseudonyms
  - Anonymous works published before 1899
- How to find an author number
  - Check the author's authority record
  - Check a library catalog (LC's, your own)

33



## Finding Faulkner's number fast

**LIBRARY OF CONGRESS AUTHORITIES**

[Help](#) [New Search](#) [Search History](#) [Headings List](#) [Start Over](#)

[Previous](#) [Next](#)

[MARC Display](#) [Labelled Display](#)

LC Control Number: n 79003304

HEADING: Faulkner, William, 1897-1962

000 01948cz a2200421n 450

001 953656

005 20080414052001.0

008 790117n| acannaabn |a aaa

010 \_\_ |a n 79003304 |z sh 85047481

035 \_\_ |a (OCoLC)oca00237503

040 \_\_ |a DLC |b eng |c DLC |d DLC |d DLC-R |d MIU |d DLC |d PPGatz |d DLC |d OCoLC  
|d SG-SILA |d IEN |d SG-SILA

053 \_0 |a PS3511.A66

100 1\_ |a Faulkner, William, |d 1897-1962

400 1\_ |a Falkner, William, |d 1897-1962

400 1\_ |a F6kunā, Wirlamu, |d 1897-1962

34



## Cutter to first or second letter?

- Not all schedules base the Cutter number for individual authors on the second letter of the author's last name!
  - Vladimir Nabokov:
    - PG3476.N3 Russian language works
    - PS3527.A15 English language works

35



## Using tables for literary authors

- Once you have located a literary author in the schedules, determine which table to use
- For authors listed in the schedules, specific table references are given
  - PS815-819 Paine, Thomas (Table P-PZ35)
- For modern authors with one Cutter number, use Table P-PZ40 unless instructed otherwise

36



## Literary author: individual work

At terror street and agony way : [poems] /  
Charles Bukowski.

The author was born in Germany but  
grew up and published in the U.S.;  
published after 1961.

37



## Classification

[American literature--Individual authors--1961-2000--B](#)

PS3550-3576	<a href="#">1961-2000</a> <a href="#">[H R B L D S]</a> Subarrange individual authors by Table <a href="#">P-PZ40</a> unless otherwise specified Including usually authors beginning to publish about 1950, flourishing after 1960 For works of fiction cataloged before July 1, 1980, except limited editions and works in the Rare Book Collections see <a href="#">PZ4</a> <a href="#">[H R]</a>
PS3550	<a href="#">Anonymous works</a> Table P-PZ28 <a href="#">[H R B L D S]</a>
PS3551.A-Z	<a href="#">A</a> <a href="#">[H R B L D S]</a> The author number is determined by the second letter of the name
PS3552.A-Z	<a href="#">B</a> <a href="#">[H R B L D S]</a> The author number is determined by the second letter of the name
PS3553.A-Z	<a href="#">C</a> <a href="#">[H R B L D S]</a> The author number is determined by the second letter of the name

38



## Shelflisting the author Cutter

PS3552.U399 Bukoski, Anthony

**PS3552.U4 Bukowski, Charles**

PS3552.U52 Bulgin, Bess

39



## P-PZ40

Table for authors (1 Cutter no.)--Collected works

P-PZ40 .x date-.xA13	<u>Collected works</u> [ <a href="#">H</a> <a href="#">R</a> ]
	Including collected works in specific genres
P-PZ40 .xA199-.xA59	<u>Translations (Collected or selected)</u> [ <a href="#">H</a> <a href="#">R</a> ]
P-PZ40 .xA6	Selected works. Selections. By date [ <a href="#">H</a> <a href="#">R</a> ]
P-PZ40 .xA61-.xZ458	Separate works. By title [ <a href="#">H</a> <a href="#">R</a> ]
P-PZ40 .xZ4581-.xZ999	<u>Biography and criticism</u> [ <a href="#">H</a> <a href="#">R</a> ]

40



## P-PZ40: Works

- P-PZ40 revised in 2005
- **Collected works/Selections:** apply for collections of works that were previously published in book form or never published in the author's lifetime
- **Collected works** is now used for either complete collected works or collected works in a particular genre
- **Separate works:** use also for collections published in book form while the author is still living

41



## Shelflisting the book number

PS3552.U4 **A67** Another academy /  
[Charles Bukowski].

PS3552.U4 **A9** 1968 At terror street and  
agony way : [poems] / Charles  
Bukowski.

PS3552.U4 **B7** 1983 Bring me your love /  
Charles Bukowski ...

42



## Applying P-PZ40: individual work

PS	American literature
3552	Individual authors who published between 1961-2000, last name B
.U4	Author Cutter constructed from 2 <sup>nd</sup> letter of last name
A9	Book number [for “At terror street”] from LC Cutter table, but must be within the range .A61-Z458
1968	Date of publication

43



## P-PZ40: biography and criticism

[Table for authors \(1 Cutter no.\)--Biography and criticism](#)--Periodicals. Societies. Serials

P-PZ40 .xZ4581-.xZ4589	Periodicals. Societies. Serials <a href="#">[H R]</a>
P-PZ40 .xZ459	Dictionaries, indexes, etc. By date <a href="#">[H R]</a>
P-PZ40 .xZ46	Autobiography, journals, memoirs. By date <a href="#">[H R]</a>
P-PZ40 .xZ48	Letters (Collections). By date <a href="#">[H R]</a> Including collections of letters to and from particular individuals
P-PZ40 .xZ5-.xZ999	General works <a href="#">[H R]</a>

44



## P-PZ40: Correspondence

Beerspit night and cursing : the correspondence of Charles Bukowski and Sheri Martinelli, 1960-1967 / edited by Steven Moore. 2001.

PS3552.U4 Z48 2001

SUBJECTS (selected):

Bukowski, Charles--Correspondence.

Authors, American--20th century--Correspondence.

Martinelli, Sheri--Correspondence.

45



## Applying P-PZ40: Correspondence

PS	American literature
3552	Individual authors, last name B
.U4	Author Cutter constructed from 2 <sup>nd</sup> letter of last name
Z48	Z48 for correspondence (from table)
2000	Date of publication

46



## P-PZ40: Biography

Drinking with Bukowski : recollections of the poet laureate of Skid Row / edited by Daniel Weizmann. 2000.

PS3552.U4 **Z627** 2000

SUBJECTS (selected):

Bukowski, Charles.

Bukowski, Charles--Friends and associates.

Authors, American--20th century--Biography.

47



## Shelflisting the book number: biography

050	Author	Title/Imprint
PS3552.U4 <b>Z62</b> 1997	<b>Christy</b> , Jim, 1945-	Buk book : musings on Charles Bukowski... Toronto : ECW Press, 1997.
PS3552.U4 <b>Z627</b> 2000		<b>Drinking</b> with Bukowski ... New York : Thunder's Mouth Press, c2000.
PS3552.U4 <b>Z63</b> 1998	<b>Duval</b> , Jean-Francois	Buk et les Beats ... Paris : Editions Michalon, c1998.

48

## Charles Dickens: 49 numbers

English literature--19th century, 1770/1800-1890/1900--Individual authors--Dickens, Charles--Collected works

PR4550.A00-4551	Collected works <a href="#">[H R B L D S]</a>
PR4552	Selected works <a href="#">[H R B L D S]</a>
	Subarrange by editor, if given, or date
PR4553	Selections. Anthologies. Extracts <a href="#">[H R B L D S]</a>
	Subarrange by editor, if given, or date
PR4554.A-Z	Translations (Collected or selected). By language, A-Z <a href="#">[H R B L D S]</a>
	Subarrange by translator, if given, or date
PR4555-4572	Separate works <a href="#">[H R B L D S]</a>
PR4573	Doubtful, spurious works (Collections only) <a href="#">[H R B L D S]</a>
PR4574	Imitations. Adaptations. Parodies (Collections only) <a href="#">[H R B L D S]</a>
PR4575	Relation to the drama and the stage. Dramatization <a href="#">[H R B L D S]</a>
PR4576	Translations (Comparative studies, etc.) <a href="#">[H R B L D S]</a>
	Illustrations (Portfolios, etc. without text, illustrations with quotations) <a href="#">[H R B L D S]</a>
	Class at <a href="#">N8215</a> , or with the special artists in NC-NE as the case may be
	Class illustrated editions with other editions
	Class portraits, etc. of the author with his biography
PR4579-4585	Biography, criticism, etc. <a href="#">[H R B L D S]</a>
PR4586-4587	Authorship <a href="#">[H R B L D S]</a>
	Including manuscripts, sources, etc.
	For textual criticism see <a href="#">PR4593</a> <a href="#">[H R]</a>
PR4587.3-4592	Criticism and interpretation <a href="#">[H R B L D S]</a>
PR4593	Textual criticism, commentaries, etc. <a href="#">[H R B L D S]</a>
PR4594-4598	Language, style, etc. <a href="#">[H R B L D S]</a>

## Charles Dickens: individual works

English literature--19th century, 1770/1800-1890/1900--Individual authors--Dickens, Charles

PR4549.D5	Dibdin, Thomas John, 1771-1841 <a href="#">TABLE P-PZ40</a> <a href="#">[H R B L D S]</a>
PR4550-4598	Dickens, Charles <a href="#">TABLE P-PZ31 modified</a> <a href="#">[H R B L D S]</a>
	Separate works <a href="#">[H R B L D S]</a>
PR4555	Barnaby Rudge <a href="#">TABLE P-PZ41</a> <a href="#">[H R B L D S]</a>
PR4556	Bleak House <a href="#">TABLE P-PZ41</a> <a href="#">[H R B L D S]</a>
PR4557	Christmas books and Christmas stories <a href="#">TABLE P-PZ41</a>
	<a href="#">B L D S]</a>
	For special books and stories see <a href="#">PR4572.A-Z</a> <a href="#">[H R B L D S]</a>
PR4558	David Copperfield <a href="#">TABLE P-PZ41</a> <a href="#">[H R B L D S]</a>
PR4559	Dombey and son <a href="#">TABLE P-PZ41</a> <a href="#">[H R B L D S]</a>
PR4560	Great expectations <a href="#">TABLE P-PZ41</a> <a href="#">[H R B L D S]</a>
PR4561	Hard times <a href="#">TABLE P-PZ41</a> <a href="#">[H R B L D S]</a>
PR4562	Little Dorrit <a href="#">TABLE P-PZ41</a> <a href="#">[H R B L D S]</a>
PR4563	Martin Chuzzlewit <a href="#">TABLE P-PZ41</a> <a href="#">[H R B L D S]</a>
PR4564	Mystery of Edwin Drood <a href="#">TABLE P-PZ41</a> <a href="#">[H R B L D S]</a>
PR4565	Nicholas Nickleby <a href="#">TABLE P-PZ41</a> <a href="#">[H R B L D S]</a>
PR4566	Old curiosity shop <a href="#">TABLE P-PZ41</a> <a href="#">[H R B L D S]</a>
PR4567	Oliver Twist <a href="#">TABLE P-PZ41</a> <a href="#">[H R B L D S]</a>
PR4568	Our mutual friend <a href="#">TABLE P-PZ41</a> <a href="#">[H R B L D S]</a>
PR4569	Pickwick papers <a href="#">TABLE P-PZ41</a> <a href="#">[H R B L D S]</a>
PR4570	Sketches by Boz <a href="#">TABLE P-PZ41</a> <a href="#">[H R B L D S]</a>
PR4571	Tale of two cities <a href="#">TABLE P-PZ41</a> <a href="#">[H R B L D S]</a>

## Charles Dickens: individual work, P-PZ41

Table for separate works (1 no.)	
Table for separate works (1 no.) <a href="#">[H]</a> <a href="#">[R]</a>	
P-PZ41 0.A1	Texts <a href="#">[H]</a> <a href="#">[R]</a>
P-PZ41 0.A2A-.A2Z	By date <a href="#">[H]</a> <a href="#">[R]</a>
P-PZ41 0.A21-.A29	By editor, if given, A-Z <a href="#">[H]</a> <a href="#">[R]</a>
P-PZ41 0.A3	Modern versions of early works in the same language. By translator, if given, or date <a href="#">[H]</a> <a href="#">[R]</a>
	Selections. By date <a href="#">[H]</a> <a href="#">[R]</a>
	Translations <a href="#">[H]</a> <a href="#">[R]</a>
	Where the original language is English, French or German, omit numbers for original language in .A31-.A59 below
P-PZ41 0.A31-.A39	English. By translator, if given, or date <a href="#">[H]</a> <a href="#">[R]</a>
P-PZ41 0.A4-.A49	French. By translator, if given, or date <a href="#">[H]</a> <a href="#">[R]</a>
P-PZ41 0.A5-.A59	German. By translator, if given, or date <a href="#">[H]</a> <a href="#">[R]</a>
P-PZ41 0.A6-.A69	Other. By language <a href="#">[H]</a> <a href="#">[R]</a>
P-PZ41 0.A7-Z	Criticism <a href="#">[H]</a> <a href="#">[R]</a>

## Charles Dickens: Applying P-PZ41

A Routledge literary sourcebook on Charles Dickens's *David Copperfield* / edited by Richard J. Dunn. New York : Routledge, 2004.

PR4558 David Copperfield  
.R68 P-PZ41. Criticism .A7-Z [Cutter to Routledge]  
2004 Date of publication



## Charles Dickens: general criticism and interpretation

Charles Dickens' quarrel with America / Sidney P. Moss. Troy, N.Y. : Whitston Pub. Co., 1984.

### SUBJECTS (selected):

Dickens, Charles, 1812-1870--Knowledge--America.

Dickens, Charles, 1812-1870--Travel--United States.

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## Charles Dickens: Applying P-PZ31

Table for authors (49 nos.)--Collected works	
P-PZ31 0.A00-1	Collected works [H R]
P-PZ31 2	Selected works [H R]
	Subarrange by editor, if given, or date
P-PZ31 3	Selections. Anthologies. Extracts [H R]
	Subarrange by editor, if given, or date
P-PZ31 4.A-Z	Translations (Collected or selected). By language, A-Z [H R]
	Subarrange by translator, if given, or date
P-PZ31 5-22	Separate works. By title [H R]
	Subarrange each title by Table P-PZ41 or P-PZ43
P-PZ31 23	Doubtful, spurious works (Collections only) [H R]
P-PZ31 24	Imitations. Adaptations. Parodies (Collections only) [H R]
P-PZ31 25	Relation to the drama and the stage. Dramatization [H R]
P-PZ31 26	Translations (Comparative studies, etc.) [H R]
	Illustrations (Portfolios, etc. without text, illustrations with quotations) [H R]
	Class at N8215, or with the special artists in NC-NE as the case may be
	Class illustrated editions with other editions
	Class portraits, etc. of the author with his biography
P-PZ31 29-35	Biography, criticism, etc. [H R]
P-PZ31 36-37	Authorship [H R]
	Including manuscripts, sources, etc.
	For textual criticism see P-PZ31 43 [H R]
P-PZ31 37.3-42	Criticism and interpretation [H R]
P-PZ31 43	Textual criticism, commentaries, etc. [H R]
P-PZ31 44-48	Language, style, etc. [H R]


## Charles Dickens: Applying P-PZ31: Special subjects

[Table for authors \(49 nos.\)--Criticism and interpretation--Treatment and knowledge of special subjects, A-Z--America](#)

	Criticism and interpretation <a href="#">[H R]</a>
	History <a href="#">[H R]</a>
P-PZ31 37.3	General works <a href="#">[H R]</a>
P-PZ31 37.4.A-Z	By region or country, A-Z <a href="#">[H R]</a>
P-PZ31 38	General works <a href="#">[H R]</a>
P-PZ31 39	Characters <a href="#">[H R]</a>
P-PZ31 41	Technique, plots, scenes, time, etc. <a href="#">[H R]</a>
P-PZ31 42.A-Z	Treatment and knowledge of special subjects, A-Z <a href="#">[H R]</a>
P-PZ31 42.A34	Aesthetics <a href="#">[H R]</a>
P-PZ31 42.A4	Allegory <a href="#">[H R]</a>
P-PZ31 42.A43	Allusions <a href="#">[H R]</a>
P-PZ31 42.A54	America <a href="#">[H R]</a>
P-PZ31 42.A56	Animism <a href="#">[H R]</a>
P-PZ31 42.A6	Arab countries <a href="#">[H R]</a>

## Charles Dickens: Applying P- PZ31 42.A54

PR4550 Base number  
+ 42 Treatment and knowledge of  
special subjects  
PR4592  
.A54 America [Cutter from table]  
M67 Moss (Main entry)  
1984 Date of publication



## Selected literary authors sorted by quantity of numbers assigned

Quantity	Author	Class no. range
363	William Shakespeare	PR2750-3112
49	Edward Bulwer-Lytton	PR4900-4948
19	George William Curtis	PS1480-1498
9	Jane Austen	PR4030-4038
9	Thomas Bailey Aldrich	PS1020-1028
1	Emily Dickinson	PS1541
1 Cutter	Marcel Proust	PR2631.R63

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## Different numbers, different tables

Jane Austen. PR4030-4038 (9 numbers)

Subarranged by Table P-PZ33

Emily Dickinson. PS1541 (1 number)

Subarranged by Table P-PZ39

William Shakespeare. PR2750-3112 (363 no.)

No comprehensive table, but tables are applied to  
individual numbers and Cutter ranges

PR2823                      Macbeth. Subarr. by Table PR4

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## General reminders

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- Language and literature are not always together
- PN includes a number of popular non-literary topics (journalism, show business)
- Most 20/21<sup>st</sup> century literary authors
  - Are not in the published schedules
  - Are assigned a single Cutter, often to the second letter of the last name
  - Generally use the P-PZ40 table
- The range of numbers for pre-20<sup>th</sup> century literary authors is unpredictable!

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## Exercise

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(Literature)

**Schedule P: Exercise 1, P-PZ1b (German language)**[West Germanic philology and languages--German--Language](#)

PF3001-3071	<a href="#">Philology</a> Table P-PZ1a modified <a href="#">[H R]</a> Class here works devoted entirely or prevailing to German philology and language; for Germanic (Teutonic) philology, see <a href="#">PD1-777</a> , <a href="#">PD1001-1068</a>
PF3073-3693	<a href="#">Language</a> Table P-PZ1b modified <a href="#">[H R]</a> Add number in table to PF3000

Works on the German language are classed in the span PF3073-PF3693; Table P-PZ1b modified is applied; the number or span of numbers chosen from the table is added to the base number PF3000. Here is the outline of Table P-PZ1b:

**Table P-PZ1b (Outline)**

P-PZ1b 73	General works <a href="#">[H R]</a>
P-PZ1b 74	Relation to other languages <a href="#">[H R]</a>
P-PZ1b 74.5	Language data processing <a href="#">[H R]</a>
P-PZ1b 74.7	Language standardization and variation <a href="#">[H R]</a>
P-PZ1b 74.73	Political aspects <a href="#">[H R]</a> Cf. <a href="#">P-PZ1b 479.P6</a> Rhetoric <a href="#">[H R]</a>
P-PZ1b 74.75	Social aspects <a href="#">[H R]</a>
P-PZ1b 74.8	Spoken language <a href="#">[H R]</a>
P-PZ1b 74.85	Language acquisition <a href="#">[H R]</a>
P-PZ1b 75-88	<a href="#">History of the language</a> <a href="#">[H R]</a> For history of the language in a specific place see numbers for linguistic geography of the language
P-PZ1b 93	Outlines <a href="#">[H R]</a>
P-PZ1b 95	Popular <a href="#">[H R]</a>
P-PZ1b 97	Script <a href="#">[H R]</a>
P-PZ1b 99-400	<a href="#">Grammar</a> <a href="#">[H R]</a>
P-PZ1b 410-497	<a href="#">Style. Composition. Rhetoric</a> <a href="#">[H R]</a>
P-PZ1b 498-499	<a href="#">Translating</a> <a href="#">[H R]</a> For special subjects, see classes B-Z, e.g. <a href="#">T11.5</a> Technology
P-PZ1b 501-561	<a href="#">Prosody. Metrics. Rhythmics</a> <a href="#">[H R]</a>
P-PZ1b 567	Lexicology <a href="#">[H R]</a>
P-PZ1b 571-599	<a href="#">Etymology</a> <a href="#">[H R]</a>

Here is an expansion of the span P-PZ1b 75-88, History of the language, from Table P-PZ1b:

**Table P-PZ1b History of the language (75-88)**

	History of the language <a href="#">[H R]</a> For history of the language in a specific place see numbers for linguistic geography of the language
P-PZ1b 75	General works <a href="#">[H R]</a> By period <a href="#">[H R]</a>
P-PZ1b 77	Middle Ages <a href="#">[H R]</a>
P-PZ1b 79	(15th)-16th century <a href="#">[H R]</a>
P-PZ1b 81	(16th)-17th century <a href="#">[H R]</a>
P-PZ1b 83	(17th)-18th century <a href="#">[H R]</a>
P-PZ1b 85	19th century <a href="#">[H R]</a>
P-PZ1b 87	20th century <a href="#">[H R]</a>
P-PZ1b 88	21st century <a href="#">[H R]</a>

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Here is an expansion of the span P-PZ1b 498-499, Translating, from Table P-PZ1b:

→ **Table P-PZ1b Translating (498-499)**

P-PZ1b 498	General works <a href="#">[H R]</a>
P-PZ1b 499	Machine translating <a href="#">[H R]</a> Including research

Here is an expansion of the span P-PZ1b 108-123 from Table P-PZ1b. This span is contained within the span P-PZ1b 99-400, Grammar:

→ **Table P-PZ1b (108-123)**

P-PZ1b 108-112	<a href="#">Textbooks</a> <a href="#">[H R]</a>
P-PZ1b 108	History and criticism <a href="#">[H R]</a>
P-PZ1b 109	Early to 1870 <a href="#">[H R]</a>
P-PZ1b 111	1870-1949 <a href="#">[H R]</a>
P-PZ1b 112	1950- <a href="#">[H R]</a>
P-PZ1b 112.5	Self-instructors <a href="#">[H R]</a>
P-PZ1b 112.7	Audiovisual instructors <a href="#">[H R]</a>
P-PZ1b 112.9-117	<a href="#">Readers</a> <a href="#">[H R]</a>
P-PZ1b 112.9	History and criticism <a href="#">[H R]</a>
P-PZ1b 113	Series <a href="#">[H R]</a>
P-PZ1b 115	Primers. Primary grade readers <a href="#">[H R]</a>
P-PZ1b 117	Intermediate and advanced <a href="#">[H R]</a> Phonetic readers see <a href="#">P-PZ1b 152</a> <a href="#">[H R]</a>
P-PZ1b 118	Outlines, syllabi, tables, etc. <a href="#">[H R]</a>
P-PZ1b 119	Examination questions, etc. <a href="#">[H R]</a>
P-PZ1b 120.A-Z	<a href="#">Manuals for special classes of students, A-Z</a> <a href="#">[H R]</a> For list of Cutter numbers, see Table <a href="#">P-PZ1 120.A-Z</a> Self-instructors see <a href="#">P-PZ1b 112.5</a> <a href="#">[H R]</a>
P-PZ1b 121	Conversation. Phrase books <a href="#">[H R]</a>
P-PZ1b 123	Plays for acting in schools and colleges <a href="#">[H R]</a> Idioms, errors, etc. see <a href="#">P-PZ1b 460</a> <a href="#">[H R]</a>

Construct the call number (base number is PF3000). Use the LC Cutter table for the book number; assume no conflict. The trainer will walk you through the first exercise.

Call Number	Main Entry	Title	Imprint
	Hervey, Sándor G. J.	Thinking German translation : a course in translation method, German to English.	New York : Routledge, c2005.
		The German language and the real world : sociolinguistic, cultural, and pragmatic perspectives on contemporary German / edited by Patrick Stevenson. SUBJECT: German language--20th century.	Oxford : Clarendon Press, 1995.

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	Coggle, Paul.	Improve your German. SERIES: Teach yourself books (Lincolnwood, Ill.)	Chicago, Ill. : McGraw- Hill, 2004
		Easy German phrase book : over 740 basic phrases for everyday use.	New York : Dover Publications, c1994.


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**Schedule P : Exercise 2, P-PZ40 Table (V. S. Pritchett)**

V. S. Pritchett's literary author number is PR6031.R7, subarranged by table P-PZ40. Use the table to complete the call numbers. Numbers in **bold/underlined** are already in the shelflist. Otherwise, assume no conflict. Use the LC Cutter table where applicable. In the **Title** column, uniform titles are in brackets.

Call Number	Main Entry	Title	Imprint
PR6031.R7	Pritchett, V. S. (Victor Sawdon), 1900-1997.	[Essays] Complete collected essays.	New York : Random House, 1991.
PR6031.R7	Pritchett, V. S. (Victor Sawdon), 1900-1997.	[Short stories] Complete collected stories.	New York : Vintage Books, 1992.
PR6031.R7	Pritchett, V. S. (Victor Sawdon), 1900-1997.	The other side of a frontier : a V.S. Pritchett reader.	London : Robin Clark, 1984.
PR6031.R7	Pritchett, V. S. (Victor Sawdon), 1900-1997.	A man of letters : selected essays.	New York : Random House, c1985.
PR6031.R7	Pritchett, V. S. (Victor Sawdon), 1900-1997.	[Short stories. Selections] Essential stories.	New York : Modern Library, 1985.
PR6031.R7	Pritchett, V. S. (Victor Sawdon), 1900-1997.	Blind love, and other stories.	London : Chatto & Windus, 1969.
PR6031.R7	Pritchett, V. S. (Victor Sawdon), 1900-1997.	A cab at the door : a memoir.	New York : Random House, 1968.
<b><u>PR6031.R7 Z59 1987</u></b>	Baldwin, Dean R., 1942-	V.S. Pritchett.	Boston, Mass. : Twayne Publishers, 1987.
PR6031.R7	Bloom, Jonathan, 1960-	The art of revision in the short stories of V.S. Pritchett and William Trevor.	New York : Palgrave Macmillan, 2006.
PR6031.R7	Stinson, John J.	V.S. Pritchett : a study of the short fiction.	New York : Twayne Publishers, c1992.
<b><u>PR6031.R7 Z897 2004</u></b>	Treglown, Jeremy.	V.S. Pritchett : a working life.	New York : Random House, 2004.


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# Special Types of Material

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## Session 9



## Outline: special types

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- Editions
- Work letters
- Corporate main entry
- Volume numbers
- Juvenile materials
- Congresses
- Serials

2



## Editions (G 145)

- Unless otherwise indicated in the schedules, generally keep editions together if the same class number is appropriate
- To keep editions together under the same class number, assign the same book number and differentiate by date and (if necessary) by work letter
- Do not keep editions together if a different class number is appropriate

3



## Editions: same author & title (G 145)

- If a subsequent edition has the same author, title, & class number, assign the same Cutter number as the previous editions. A date is used to distinguish between the earlier and later editions.
  - **PN1995 .K23 1970**  
Going steady / Pauline Kael. -- 1<sup>st</sup> ed. -- Boston : Little, Brown, 1970.
  - **PN1995 .K23 1994**  
Going steady : film writing, 1968-1969 / Pauline Kael. -- New York : M. Boyars, 1994.

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## Editions: variation in title (G 145)

- If the title changes on the subsequent edition, but the author and class number are the same, assign the same Cutter number as the previous edition
  - **PE1408 .F478**  
The way to write / by Rudolf Flesch. -- New York : Harper, 1947.
  - **PE1408 .F478 1949**  
A new guide to better writing / by Rudolf Flesch & A.H. Lass. -- New York : Harper & Row, 1949.
  - **PE1408 .F478 1996**  
The classic guide to better writing / by Rudolf Flesch and A.H. Lass. -- 50th anniversary ed. -- New York : HarperPerennial, c1996.  
Rev. ed. of: A new guide to better writing, which was originally published as The way to write.



## Editions: changes in author and/or title (G 145)

- If the authorship and/or title of a work changes from one edition to another, but the classification number remains the same, maintain the same book number



## Example: author/title change

- **RC280.B6 D33 1986**  
**Dahlin**, David C. (David Carl), 1917-  
Bone tumors : general aspects and data on 8,542 cases / by David C. Dahlin and Krishnan K. Unni. 4th ed. c1986.
- **RC280.B6 D33 1996**  
**Unni**, K. Krishnan, 1941-  
Dahlin's bone tumors : general aspects and data on 11,087 cases / K. Krishnan Unni. 5th ed. c1996.

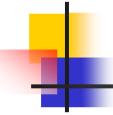
7



## Editions: class number change

- If a subsequent edition should be assigned a different class number, the editions are not kept together
- **Z694.M35**  
Handbook for AACR2 : explaining and illustrating Anglo-American cataloguing rules, second edition / by Margaret F. Maxwell. Chicago : American Library Association, 1980.
- **Z694.15.A56 M39 1989**  
Handbook for AACR2 : explaining and illustrating the Anglo-American cataloguing rules / by Margaret Maxwell ; with a new chapter by Judith A. Carter. 1988 rev. Chicago : American Library Association, 1989.

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 Editions: class number change (2)

- Chemistry—General works, treatises, and advanced textbooks

QD28	1761-1860
QD31	1861-1969
QD31.2	1970-2000
QD31.3	2001-

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 Example

- **QD31.2 .E22 1996**  
General chemistry / Darrell D. Ebbing ... 5th ed. Boston : Houghton Mifflin, c1996.
- **QD31.3 .E22 2002**  
General chemistry / Darrell D. Ebbing, Steven D. Gammon. 7th ed. Boston : Houghton Mifflin, c2002.

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## Work Letters (G 140)

- Editions published in the same year are usually differentiated by work letters, b-y
- When the main entry is a corporate name, work letters a-z are used to distinguish different works published in the same year

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## Work letters: example

- [DA591.A45 D5326 2000](#)  
Jephson, P. D.  
Shadows of a princess : Diana, Princess of Wales, 1987-1996 : an intimate account by her private secretary / P.D. Jephson. London : HarperCollins, 2000.  
**vii, 392 p., [8] p. of plates ...**
- [DA591.A45 D5326 2000b](#)  
Jephson, P. D.  
Shadows of a princess : Diana, Princess of Wales, 1987-1996 : an intimate account by her private secretary / P.D. Jephson. 1st ed. New York : HarperCollins Publishers, c2000.  
**456 p. : ill. ...**



## Work letters with “a” and “z”

- [TX723.3 .P38 1860a](#)  
Petit, Alphonse. La gastronomie en Russie ...  
[Paris : L'Arche du livre, 1970]  
NOTE: Facsim. of original, published Paris :  
Chez l'auteur : Émile Mellier, 1860.
- [DS798.9.K37 A53 1990z](#)  
The ancient city of Kharakhorum. Beijing :  
New World Press, [199-]

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## Related works

- Sometimes the same classification and book number is used to bring together different but related works
- Examples:
  - Corporate main entry
  - Series (Classed together)

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## Corporate main entry (G 220)

- A corporate body is an organization or group of persons that is identified by a particular name, and that acts, or may act, as an entity
- Typical examples of corporate bodies are associations, government agencies, religious bodies, local churches, and conferences
- For materials entered under a corporate body heading, Cutter for the name of the corporate body
- For monographic items, add the imprint date to the call number to make each call number unique
- Do not apply G 220 to materials in class K

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## Corporate main entry example:

Call no.	Main entry	Title	Date
TP937.B46 1900	Benjamin Moore & Co.	Moore's floor paint.	[190-?]
TP937.B46 1900a	Benjamin Moore & Co.	Home decorative interior suggestions.	[19--?]
TP937.B46 1920	Benjamin Moore & Co.	Muresco for wall and ceiling decoration.	[ca. 1920]
TP937.B46 1983	Benjamin Moore & Co.	100 years of exterior colors.	[1983?]

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## Series volume numbers

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- Volume numbers are used to differentiate call numbers for analytics of series.
- For monographic series, no date is used:  
HT101 .R393 no. 181  
HT101 .R393 no. 185
- For multipart item series, the initial date of the series precedes the volume number:  
PN4855 .H57 1994 no. 2  
PN4855 .H57 1994 no. 3

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## Exercise 1

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Special Types of Materials  
Exercise 1

is at the end of this session



## Forms of publication

- Subjects have certain characteristic types of publication and the schedules usually have numbers at the beginning of each subject
- Some forms of publication include:
  - Juvenile materials
  - Congresses (conferences)
  - Serials

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## Juvenile materials (F 615)

- |                                       |                       |
|---------------------------------------|-----------------------|
| • Belles-lettres PZ5-90               | • Belles-lettres P-PT |
| • Juvenile & YA fiction               | • Poetry              |
| • Collections                         | • Drama               |
| • Picture storybooks                  | • Humor               |
| • Alphabet & counting books           | • Comic books         |
| • Stories in rhyme                    |                       |
| • Song texts illustrated for children |                       |
| • Juvenile folk tales                 |                       |
| • Traditional nursery rhymes          |                       |

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## Examples

- **PZ7.B1135 \$b Tu 2003**  
Babbitt, Natalie. Tuck everlasting. 2003.
- **PZ8.B115 \$b Ou 1998**  
Babbitt, Natalie. Ouch! : a tale from Grimm. 1998.
- **PZ8.1 \$b .T245 1997**  
Teeny tiny witch / [illustrated by Stephanie Peterson]. 1997.
- **PS627.C57 \$b A15 2000**  
5 Christmas plays for children. c2000.

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## Topical juvenile materials

- Formerly classed in PZ9-10 & PZ15-16
- Now classed in regular subject classes
- Under the regular subject class, use the Juvenile Works number, if present
- If there is no Juvenile Works number, use the General number (or make a SACO proposal)

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## Examples

... **Lexicography—Dictionaries—English only—**

**Juvenile, school dictionaries**

PE1628.5 .M44 2004

Merriam-Webster's intermediate dictionary.

SUBJECT: English language--Dictionaries, Juvenile.

...**African languages and literature—Special languages  
(Alphabetically)—Zulu—Language—Dictionaries**

PL8843 .W55 1998

Wilson-Max, Ken. Halala means welcome : a book of Zulu words.

SUBJECT: Zulu language--Dictionaries, Juvenile--English.



## Congresses (F 240)

- Use congress numbers to class:
  - Collected papers delivered or published for one or more named or unnamed congresses, symposia, conferences, meetings, etc.
  - Condensations of these papers
  - Reports of proceedings and discussions, program statements, lists of delegates, etc.
  - Combinations of the above

## Congresses under Economic history and conditions

LC Class # <input type="text" value="hc13"/> <input type="button" value="Go"/>	
<a href="#">Economic history and conditions</a> —Congresses	
	Economic history and conditions <a href="#">[H R B L D S]</a>
	Including economics of natural resources
HC10	Periodicals. Societies. Serials <a href="#">[H R B L D S]</a>
HC13	Congresses <a href="#">[H R B L D S]</a>
(HC13.2-.3)	Collected works (nonserial) <a href="#">[H R B L D S]</a>
	see <a href="#">HC21</a>
(HC14)	Yearbooks <a href="#">[H R B L D S]</a>
	see <a href="#">HC10</a>
HC15	Dictionaries. Encyclopedias <a href="#">[H R B L D S]</a>
HC21	General works <a href="#">[H R B L D S]</a>
HC26	Theory. Method. Relation to other subjects <a href="#">[H R B L D S]</a>



## Congresses (established number)

- **HC13. Economic history and conditions—[Congresses](#)**
- HC13 .I48 1984  
Indiana University International Business Forum (1984)  
Managing amidst tensions and conflicts in a global economy : background papers for the Indiana University International Business Forum ...



## Congress vs. serial number

- If a number has been established, class both monographic and serial congresses in that number
- TL1-4. Periodicals and societies.  
TL6. Congresses.
- **TL6 .S78**  
The ... Stapp Automotive Crash and Field  
Demonstration Conference : [proceedings] ...

an annual publication

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## Congress vs. serial number (2)

- Do not class congresses in the number for periodicals unless congresses are explicitly included in the caption for that number (as in class Q)
  - QP474. Periodicals, societies, congresses, serial publications.

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## Congresses: no form number

- If no number has been established for congresses, class congresses in the General Works number, or in the periodical number if the congress is cataloged as a serial
- Class each monographic congress according to its subject matter

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## Congresses (General works)

**LB2331.63.** Theory and practice of education—Higher education—Special aspects of higher education—Evaluation and ranking of universities and colleges—By region or country—United States—General works

- **LB2331.63 .S95 1978**  
Summer Conference on Accreditation (1978 : California State Polytechnic Association, Pomona)  
Evaluating educational quality : a conference summary ...
- Not classed with form number under broader topic:  
LB2301 Theory and practice of education—Higher education—Associations, conferences, congresses



## Congress dates (G 230)

- Significant exception to the use of the imprint date for monograph call numbers: conference main entry (use the date of the conference):
  - [PE1068.G5 B75 2001](#)  
British Association of Lecturers in English for Academic Purposes. Conference (2001 : University of Strathclyde)  
Directions for the future ... -- Bern ; New York : Peter Lang, 2004.

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## Congress Cutters (G 230)

- For works with the same conference main entry and the same class number, assign the same Cutter number & differentiate by date
- Use a work letter to differentiate different works with the same conference date
- Use the same Cutter even if the work is a translation or selection
- If the conference is entered under title, Cutter by title

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## Example:

- **QA76.9.A25 I555 2001**  
International Conference on the Theory and Application of Cryptology and Information Security (7th : 2001 : Gold Coast, Qld.)  
Advances in cryptology--ASIACRYPT 2001 ...
- **QA76.9.A25 I555 2002**  
International Conference on the Theory and Application of Cryptology and Information Security (8th : 2002 : Queenstown, N.Z.)  
Advances in cryptology-ASIACRYPT 2002 ...

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## Serials (F 210)

- Like conferences, there will usually be a class number or group of numbers at the beginning of major topics in the schedules for serials
- Caption examples:  
Periodicals. Societies. Serials  
Periodicals  
Periodicals, etc.  
Periodicals and societies  
Periodicals, societies, congresses, and serial collections
- No classification schedule has been developed for newspapers

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## Serials (F 210)

- Unless there are other specific provisions in the schedule, class all serial publications, including periodicals, numbered monographic series, and topical serial society publications on the number at the beginning of the topic

35

### Schedule example: N1 Periodicals

	Visual arts
	Periodicals
N1.A1	Polyglot
N1.A12-Z	American and English
N2	French
N3	German
N4	Italian
N5	Dutch and Flemish
N6	Russian. Slavic
N6.5	Scandinavian
N7	Spanish and Portuguese
N8.A-Z	Other(including Oriental), A-Z
N9.A1	—Yearbooks
	—Polyglot ...



## Serial examples (general rule)

- **N1.A12-Z.** Visual arts—Periodicals—American and English
  - **N1.T583**  
Today's art and graphics.  
**SUBJECT:** Art--Periodicals.
- **N4.** Visual arts—Periodicals—Italian.
  - **N4.C7**  
La critica d'arte.  
**SUBJECTS:** 1. Art--Periodicals. 2. Art--Italy--Periodicals.

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## Serial examples (specific provisions)

- **N328.** Visual arts—Study and teaching. Research—Art schools. Special regions or countries. United States. General works.
  - **N328.D57**  
Directory of MFA programs in the visual arts.  
**SUBJECT:** Art schools--United States--Directories.
- **N6480.** Visual arts—History—Modern art—By century—19th and 20th centuries—20th century—Periodicals.
  - **N6480.C65**  
Contemporanea (New York, N.Y.)  
**SUBJECT:** Art, Modern--20th century--Periodicals.

### Serial title changes (linear)

- **N1 .A243**  
Art instruction. [Stamford, Conn. : Watson-Guptill Publications, c1937-c1939.  
**Continued by:** American artist (Stamford, Conn.)
- **N1 .A243**  
American artist (Stamford, Conn.)  
American artist. [Stamford, Conn. : Watson-Guptill Publications, c1940-  
**Continues:** Art instruction.

### Serial title changes (non-linear)

- **N8554 .A77**  
Art research news.  
**Merged with:** Stolen art alert, to form: IFAR reports.
- **N8795 .S76**  
Stolen art alert.  
**Merged with:** Art research news, **to form:** IFAR reports.
- **N8554 .I34**  
IFAR reports.  
**Formed by the union of:** Stolen art alert, **and:** Art research news.



## Serials: corporate body as main entry (G 220, 11)

- As with monographs, when a corporate body is the main entry and the same class number is used, the Cutter number for the main entry is not adjusted to differentiate works
- For serials, a work letter should be used to differentiate works

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## Serial example: work numbers

Call no.	Main entry	Title	Imprint
Q11 .S79a	Smithsonian Institution. Traveling Exhibition Service.	Update.	[Washington : Smithsonian Institution Traveling Exhibition Service]
Q11 .S79b	Smithsonian Institution.	Smithsonian year : annual report of the Smithsonian Institution for the year ended Sept. 30 ...	City of Washington : Smithsonian Institution Press : For sale by the Supt. of Docs., U.S. G.P.O., 1980-

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## Serial example: work numbers (2)

Call no.	Main entry	Title	Cutter from:
HJ11 .A842a	Arkansas. Dept. of Finance and Management.	Arkansas financial management system.	Arkansas + Dept. of Finance and Management
HJ11 .A842b	Arkansas. Dept. of Finance and Management. Office of Budget.	Budget preparation manual.	Arkansas + Dept. of Finance and Management (but NOT Office of Budget)
HJ11 .A87a	Arkansas. Dept. of Revenues.	Biennial report.	Arkansas + Dept. of Revenues

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## Exercises 2 & 3

**Special Types of Material: Exercise 1**


---

Chemistry--Organic chemistry--Nomenclature, terminology, notation, abbreviations

---

QD248	General works
QD248.5.A-Z	By region or country, A-Z
	General works, treatises, and advanced textbooks
QD251	Through 1970
QD251.2	1971-2000
QD251.3	2001-

Supply the call number, based on the original edition. If necessary, construct any new or additional Cutter based on the LC Cutter table (assume any new book number constructed from the table does not conflict with a previously assigned number in the shelflist)

Call Number	Record. Main entry is in <b>bold</b> .
QD251 .C38	<b>Channing, Margo, 1937-</b> . All about organic chemistry. Margo Channing. 1st ed. Paterson, N.J. Prentice Hall, 1968.
	<b>Channing, Margo, 1937-</b> . All about organic chemistry / Margo Channing. 2nd ed. Englewood Cliffs, N.J. : Prentice Hall, 1975. [Cataloged June 1983]
	<b>Channing, Margo, 1937-</b> . Basic organic chemistry / Margo Channing. 3rd ed. Victoria, N.S.W. : Macmillan, 1984. NOTE: Previous ed. published under title: All about organic chemistry.
	<b>Channing, Margo, 1937-</b> . Essential organic chemistry / Margo Channing. 3rd ed. Paterson, N.J. : Pearson Prentice Hall, 1984. NOTE: Previous ed. published under title: All about organic chemistry.
	<b>Channing, Margo, 1937-</b> . Basic organic chemistry / Margo Channing. 3rd ed. London : Hutchinson, 1984.
	<b>Harrington, Eve, 1954-</b> . Essentials of organic chemistry / Eve Harrington and Margo Channing. 4th ed. Upper Saddle River, N.J. : Pearson Prentice Hall, 2000.
	<b>Harrington, Eve, 1954-</b> . Channing's Essentials of organic chemistry / Eve Harrington. 5th ed. Upper Saddle River, N.J. : Pearson Prentice Hall, 2004.

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**Special Types of Material: Exercise 2**

<a href="#">Internal medicine</a> -- <a href="#">Specialities of internal medicine</a> -- <a href="#">Immunologic diseases</a> -- <a href="#">Immunodeficiency</a> -- <a href="#">Individual diseases, A-Z</a> --AIDS	
RC606.7	Chemotherapy. Antiretroviral therapy [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
RC607.A-Z	Other immunodeficiency diseases, A-Z [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
	Acquired immune deficiency syndrome see <a href="#">RC606.5-7</a> [ <a href="#">H</a> <a href="#">R</a> ]
(RC607.A26)	AIDS [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ] see <a href="#">RC606.5-65</a>
RC607.A83	Ataxia telangiectasia [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]

<a href="#">Internal medicine</a> -- <a href="#">Specialities of internal medicine</a> -- <a href="#">Immunologic diseases</a> -- <a href="#">Immunodeficiency</a> -- <a href="#">AIDS, HIV infections</a> --Congresses	
RC606.5	Periodicals. Societies. Serials [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
RC606.53	Congresses [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
	Biography [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
RC606.54	Collective [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]

Call number for the 6th conference has already been assigned. Assign call numbers to the other titles.

Call Number	Record. Main entry in <b>bold</b>
RC607.A26 I56 1990	<b>International Conference on AIDS (6th : 1990 : San Francisco, Calif.)</b> . AIDS in the nineties ... [S.l. : s.n., 1990?] SUBJECT: AIDS (Disease)--Congresses.
	<b>International Conference on AIDS (7th : 1991 : Florence, Italy)</b> . Science challenging AIDS ... Basel ; New York : Karger, c1992. SUBJECT: AIDS (Disease)--Congresses.
	<b>International Conference on AIDS (10th : 1994 : Yokohama-shi, Japan)</b> . Global challenge of AIDS ... Tokyo : Kodansha ; Basel ; New York : Karger, c1995. SUBJECT: AIDS (Disease)--Congresses.
	<b>International Conference on AIDS (10th : 1994 : Yokohama-shi, Japan)</b> . One world, one hope ... Philadelphia, PA : Rapid Science Publishers, 1997. SUBJECT: AIDS (Disease)--Congresses.

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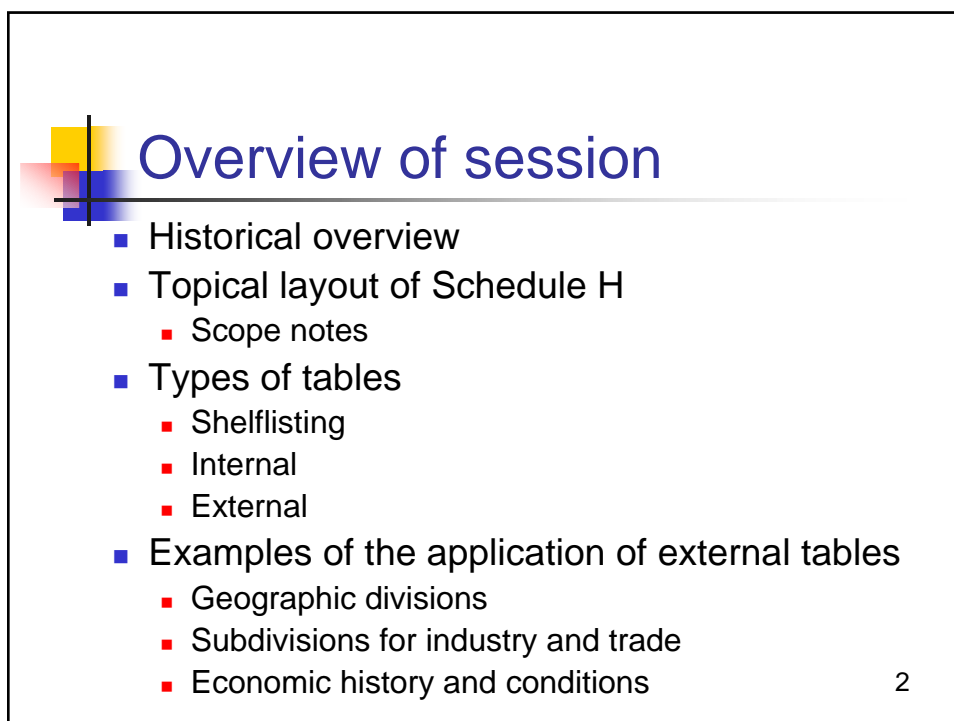
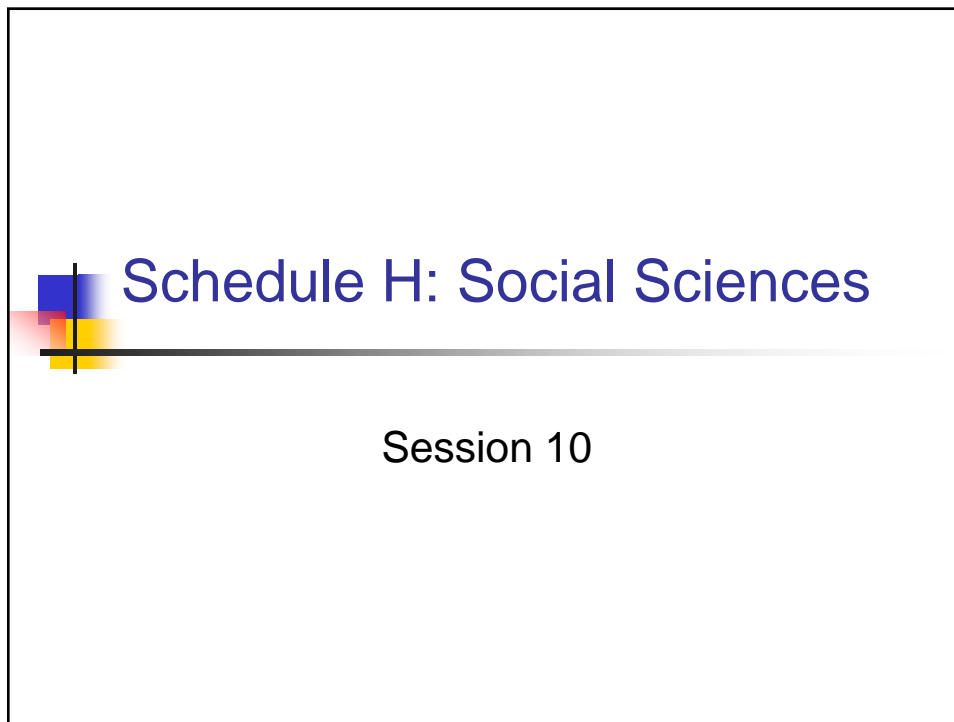
**Special Types of Material: Exercise 3**

	Literature (General) [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
	Periodicals [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
	Class here periodicals devoted to general literary history and criticism with or without creative writing
	For purely bibliographical periodicals and reviews, see class Z (e.g., Review critique); for periodicals on general linguistics and special languages and literature, see P - PZ
	For general periodicals, magazines, and reviews not limited to a specific subject field see <a href="#">AP1-271</a> [ <a href="#">H</a> <a href="#">R</a> ]
PN1	International (Polyglot) [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
PN2	American and English [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
PN3	French [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
PN4	German [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
PN5	Italian [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
PN6	Spanish [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
PN9	Other [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
	Yearbooks [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
PN11	International (Polyglot) [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
PN12	American and English [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]
PN13	French [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ]

Identify call numbers that do not follow standard practice. All titles are serials. The first call number is correct.

Call Number	Record.
<b>PN2. H37</b>	Hartford studies in literature.
PN2 .S78	Studies in literature. <i>NOTES:</i> Continues: Hartford studies in literature <i>NOTES:</i> Continued by: University studies in literature
PN2 .U56	University studies in literature : USL. <i>NOTES:</i> Continues: Studies in literature <i>NOTES:</i> Merged with: Connecticut studies in literature to form: Connecticut literature yearbook
PN2 .C66	Connecticut studies in literature. <i>NOTES:</i> Merged with: University studies in literature to form: Connecticut literature yearbook
PN12 .C66	Connecticut literature yearbook. <i>NOTES:</i> Formed by the merger of: University studies in literature with: Connecticut studies in literature

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## Scope notes

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### HA – Statistics

Class here general works on social science statistics and censuses, including statistical data and methodology.

For applications of statistics in the social sciences, see the field.

For statistical data alone see HA154-4737

For works on the general theory and methodology of statistics see QA276-280

3



## Application of the first scope note

---

### Title:

Sampling methodologies : with applications.

### SUBJECT:

Social sciences--Statistical methods.

### Class number:

HA	Statistics
HA31.2	Sampling. Statistical survey methodology

4



## Application of the second scope note

### Title:

Analyzing contemporary social issues : a workbook with student CHIP software.

### SUBJECT:

Sociology--Statistical methods.

### Class number:

HM	Sociology
HM535	Statistical methods

5



## Subclass HM Sociology

### HM Sociology

The Numbers HM1-HM299 were used by the Library of Congress until January 1999. After that date, they were replaced by a revised subclass HM that begins at HM401. The numbers HM1-HM299 are currently used only to class new continuations of serials that are already classed in those numbers.

6



## Use of tables in the H Schedule

- Tables are used extensively throughout the H Schedule
- Types of tables used in the H Schedule
  - Shelflisting Tables of General Application
  - Internal Tables
  - External Tables
  - Hybrid Tables

7



## Shelflisting tables of general application

- Used throughout most of LCC
- Developed to create uniformity of Cutter numbers across all classes
- The Regions and Countries Table (G 300) is often used in Schedule H
- American States and Canadian Provinces Table is not used in Schedule H
  - H has its own table of states (H28)

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## Regions and Countries Table example

**Title:**

Evaluating in practice / Ian Shaw.

**Publication data:**Aldershot, Hants, England : Arena ; Brookfield,  
Vt., USA : Ashgate Pub. Co., c1996.**SUBJECT:**

Social service--Great Britain--Evaluation.

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## Regions and Countries Table example

HV	SOCIAL PATHOLOGY. SOCIAL AND PUBLIC WELFARE. CRIMINOLOGY Social service. Social work. Charity organization and practice Social workers
HV40.6	Supply and demand
HV40.62	Salaries, pensions, etc.
<b>HV40.8.A-Z</b>	<b>By region or country, A-Z</b>
HV41	General special



## Regions and Countries Table example

### G 300 Regions and Countries Table

Ghana	G4
Gibraltar	G5
Gilbert Islands <i>see</i> <a href="#">Kiribati</a>	
<u>Great Britain</u>	<u>G7</u>
Greece	G8
Greenland	G83

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## Regions and Countries Table example

Evaluating in practice / Ian Shaw.

Aldershot, Hants, England : Arena ; Brookfield, Vt., USA :  
Ashgate Pub. Co., c1996.

**SUBJECT:** [Social service--Great Britain--Evaluation.](#)

**HV40.8**

**.G7**

**S53**

**1996**

-----  
**HV40.8.G7 S53 1996**

Class number for social workers,  
by region or country, A-Z  
Cutter for Great Britain from the  
Regions and Countries Table  
Book number for main entry,  
Shaw  
Year of publication

Completed call number



## Internal tables

- Only applicable to a specific span of numbers
- Found within the schedule
- Applied with the caption “Under each”
- Often used with an external table
- Used to subarrange by form, geography, or specific entry

13

## Internal table example

HD	INDUSTRIES. LAND USE. LABOR
	Special industries and trades
	Mechanical industries
	Electric utilities. Electrification
HD9685.A1	Periodicals. Societies. Serials
HD9685.A2	General works
HD9685.A4-Z	By region or country, A-Z
	<b>Under each (except the United States):</b>
	.x            Periodicals. Societies. Serials
	.x2          General works. History
	Including biography, A-Z
	.x3A-.x3Z   Local, A-Z
	Do not use under regions
	.x4A-.x4Z   Firms, etc., A-Z

## Understanding .x, .x2, .x3A-.x3Z, .x4A-.x4Z

HD9685.A4-Z

By region or country, A-Z

Under each (except the United States):

**.x = HD9685.G7****.x****Periodicals. Societies.  
Serials****HD9685.G7 G74a****Great Britain. Office of  
Electricity Regulation.** Annual  
report.

## Understanding .x, .x2, .x3A-.x3Z, .x4A-.x4Z

HD9685.A4-Z

By region or country, A-Z

Under each (except the United States):

**.x****Periodicals. Societies. Serials****.x = HD9685.G7 + 2****.x2****General works. History****Including biography, A-Z****HD9685.G72 H69 2003****Howe, Douglas.** Electricity  
distribution in the United  
Kingdom, 2003.

## Understanding .x, .x2, .x3A-.x3Z, .x4A-.x4Z

HD9685.A4-Z

By region or country, A-Z

Under each (except the United States):

.x Periodicals. Societies. Serials

.x2 General works. History  
Including biography, A-Z.x = HD9685.G7 + 3 .x3A-.x3Z Local, A-ZDo not use under  
regions

HD9685.G73 B384 1974	Eyles, William Edward. Electricity in Bath, 1890-1974, 1974.
----------------------	--

## Understanding .x, .x2, .x3A-.x3Z, .x4A-.x4Z

HD9685.A4-Z

By region or country, A-Z

Under each (except the United States):

HD9685.G74 B754 2006	Great Britain. National Audit Office. The restructuring of British Energy : report by the Comptroller and Auditor General, [2006]
----------------------	---

HD9685.G7 + 4 .x4A-.x4Z Firms, etc., A-Z



## External tables

- Found at the end of the schedule before the index
- Only applicable to a specific span of numbers
- Applied when the caption is followed by a specific table number
  - Example: Greek (Table H48)
- Used to extend classification by geography, form, time period, or subject

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## Identifying an external table in the H Schedule

HS      SOCIETIES: SECRET, BENEVOLENT, ETC.

Other societies. By classes

Race societies

By nationality

Southeastern Europe

**HS2051-2055      Albanian (Table H48)**

**HS2061-2065      Greek (Table H48)**

**HS2071-2075      Romanian (Table H48)**

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## Examples of external tables used in Schedule H

Table H11 Table for statistics, by country (19 nos.)

Table H15 Table for economic history and conditions, by country (10 nos.)

Table H18 Table for industries and trades  
(19 nos.)

Table H24 Table for statistics (U.S. states)  
(7 nos.)


Table H35 Table for income taxes by country  
(except the United States)  
(3 nos.)

21

## External tables: geographic divisions

- Most common external table in Class H
- Typographically complex
- Subject subdivision under places are often represented by additional internal tables
- Applied with caption heading (Table #)
  - Example: HA4559 Lebanon (Table H14)

22



## External tables: geographic divisions

---

H5	Tables of Geographical Divisions
1	America. Western Hemisphere
	North America
2	General Works
3-6	United States
7-10	Canada
10.25	Saint Pierre and Miquelon Islands
	Latin American
10.5	General Works
<b>11</b>	<b>Mexico</b>
	Central America
13	General Works

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## Steps in applying an external table for geographic divisions

1. Determine the appropriate class number in the H Schedule
2. Go to the table as instructed by the caption heading and identify the number or range of numbers for the geographical area
3. Add the geographic number selected from the table to the base number identified in the schedule
4. If an additional internal subject subdivision table is present, apply the provisions of that table to the number identified



## Applying an external table for geographic divisions: example

**Title:**

The myth of market failure : employment and the labor market in Mexico / Peter Gregory.

**Publication data:**

Baltimore : John Hopkins University Press, c1986.

**SUBJECT:**

Labor supply--Mexico.

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### 1. Determine the appropriate class number in the H Schedule

HD Industries. Land Use. Labor

Labor. Work. Working class

Labor market. Labor supply. Labor demand

By region or country

HD5730-5850.9 Other regions or countries (Table H5)

Add country number in table to HD5720

Under each:

Apply Table HD5730/1 for 4 number countries

Apply Table HD5730/2 for 1 number countries

Apply Table HD5730/2a for 4 number regions

Apply Table HD5730/3 for 1 number regions

Gregory, P. The myth of market failure, c1986.

Labor supply--Mexico.

2. Go to the table as instructed by the caption heading and identify the number or range of numbers for the geographical area

H5	Tables of Geographical Divisions
1	America. Western Hemisphere
	North America
2	General Works
3-6	United States
7-10	Canada
10.25	Saint Pierre and Miquelon Islands
	Latin American
10.5	General Works
<b>11</b>	<b>Mexico</b>
	Central America
13	General Works

Gregory, P. The myth of market failure, c1986.  
[Labor supply--Mexico.](#)

3. Add the geographic number selected from the table to the base number identified in the schedule

HD Industries. Land Use. Labor  
Labor. Work. Working class  
Labor market. Labor supply. Labor demand  
By region or country  
HD5730-5850.9 Other regions or countries (Table H5)  
Add country number in table to HD5720  
Under each: (Mexico = 11) +11

Apply Table HD5730/1 for 4 number countries  
Apply Table HD5730/2 for 1 number countries  
Apply Table HD5730/2a for 4 number regions  
Apply Table HD5730/3 for 1 number regions

Gregory, P. The myth of market failure, c1986.  
[Labor supply--Mexico.](#)

4. If an additional internal subject subdivision table is present, apply the provisions of that table to the number identified

HD Industries. Land Use. Labor  
     Labor. Work. Working class  
         Labor market. Labor supply. Labor demand  
             By region or country  
 HD5730-5850.9 Other regions or countries (Table H5)  
                 Add country number in table to HD5720  
                 Under each:  
                 Apply Table [HD5730/2](#) for 1 number countries  
                 Table for labor market, by country (1 number)  
                     .A1-.A5 Periodicals. Societies. Serials  
                     **.A6 General works**  
                     .A7-.Z Local, A-Z

Gregory, P. The myth of  
 market failure, c1986.  
[Labor supply--Mexico.](#)



Gregory, P. The myth of market failure, c1986.  
[Labor supply--Mexico.](#)

<b>HD5720</b>	Class number for labor supply
<b>+11</b>	For Mexico from Table H5.
	Added to class number
<b>HD5731.A6</b>	For a general work from Table
	HD5730/2
<b>G74</b>	Book number for main entry
	Gregory, Peter
<b>1986</b>	Year of publication
<hr style="border-top: 1px dashed black;"/>	
<b>HD5731.A6 G74 1986</b>	Completed call number



## External tables: subdivisions for industries and trades

- Applied to headings for Industries and Trades
- Tables represent both form and geographic subdivisions
- These tables often contain subarrangements

31



## External tables: subdivisions for industries and trades

H20 Table for industries and trades (1 no.)

.A1 Periodicals. Societies. Serials

.A2 General works

.A4-Z By region or country, A-Z

Subarrange each country as follows:

.x = Periodicals. Societies. Serials

.x2 = General works. History (Including biography, A-Z)

.x3A-Z = Local, A-Z

.x4A-Z = Firms, etc., A-Z

32




### Steps in applying an external table for subdivisions for industries and trades

---

1. Determine the appropriate class number in the H Schedule
2. Go to the table as instructed by the caption heading and identify the number or range of numbers for the industry or trade
3. Apply the provisions of the table to the appropriate class number

33



### Applying an external table for subdivisions of industries and trades: example

---

**Title:**

Rising above the herd : an analysis of the Western Australian beef & cattle industry / [Andrew Quin, Ashley Manners].

**Publication data:**

South Perth : Agriculture Western Australia, Meat Program (Economics)/New Industries Program, c2000.

**SUBJECT:**

Beef industry--Australia--Western Australia.

34

## 1. Determine the appropriate class number in the H Schedule

### HD INDUSTRIES. LAND USE. LABOR

Special industries and trades

Agricultural industries

Animal industry

HD9430 Camelids (Table H20)

Including alpacas, llamas, vicuñas, etc.

**HD9433 Cattle. Beef. Veal. Oxen (Table H20)**

HD9434 Horses. Mules, etc. (Table H20)

HD9435 Hogs. Pork. Bacon. Ham (Table H20)

Quin, Andrew. Rising above the herd, c2000.  
[Beef industry--Australia--Western Australia.](#)

## 2. Go to the table as instructed by the caption heading and identify the number or range of numbers for the industry or trade

### H20 Table for industries and trades (1 no.)

.A1 Periodicals. Societies. Serials

.A2 General works

**.A4-Z By region or country, A-Z**

Subarrange each country as follows:

.x = Periodicals. Societies. Serials

.x2 = General works. History (Including biography, A-Z)

.x3A-Z = Local, A-Z

.x4A-Z = Firms, etc., A-Z

Quin, Andrew. Rising above the herd, c2000.  
[Beef industry--Australia--Western Australia.](#)

### 3. Apply the provisions of the table to the appropriate class number

#### H20 Table for industries and trades (1 no.)

- .A1 Periodicals. Societies. Serials
- .A2 General works
- .A4-Z By region or country, A-Z
  - Subarrange each country as follows:
    - .x = Periodicals. Societies. Serials
    - .x2 = General works. History (Including biography, A-Z)
    - .x3A-Z = Local, A-Z**
    - .x4A-Z = Firms, etc., A-Z

Quin, Andrew. Rising above the herd, c2000.  
[Beef industry--Australia--Western Australia.](#)

Quin, Andrew. Rising above the herd, c2000.  
[Beef industry--Australia--Western Australia.](#)

<b>HD9433</b> <b>.A8</b>  <b>.A8 + 3</b>  <b>W46</b>  <b>W46 + 5</b>  <b>2000</b>	Class number for cattle industry Cutter for Australia from Regions and Countries Table "3" added as instructed in Table H20 to represent Local, A-Z Second Cutter for Western Australia "5" added to second Cutter to represent main entry for work (Quin) Year of publication
--	--

-----

**HD9433.A83 W465 2000** Completed call number



## External tables: economic history and conditions

- Tables of subdivisions under regions or countries (i.e. main numbers represent geographic areas)
- The tables provide form and topical subdivisions
- Used in subclass HC Economic history and conditions

39



## External tables: economic history and conditions

H17a Table for economic history and conditions, by region  
(1 no.)

.A1	Periodicals. Societies. Serials.
.A5-.Z6	General works
.Z65	Natural resources
<b>.Z9A-.Z9Z</b>	<b>Specific topics (not elsewhere provided for), A-Z</b>
	For list of topics, see HC79.A-Z

40



## Steps in applying an external table for economic history and conditions

---

1. Determine the appropriate class number in the H Schedule
2. Go to the table as instructed by the caption heading and identify the number or range of numbers for the table
3. Apply the provisions of the table to the appropriate class number

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## Applying an external table for economic history and conditions: example

---

**Title:**

Environment under fire : imperialism and the ecological crisis in Central America /Daniel Faber.

**Publication data:**

New York : Monthly Review Press, 1993.

**SUBJECTS:**

Environmental policy--Central America.

Central America--Economic conditions--1979-

42

## 1. Determine the appropriate class number in the H Schedule

### HC ECONOMIC HISTORY AND CONDITIONS

By region or country

American. Western Hemisphere

Latin America

HC131-140 Mexico (Table H15)

Central America

**HC141 General (Table 17a)**

HC142 Belize (Table H17)

HC143 Costa Rica (Table H17)

HC144 Guatemala (Table H17)

Faber, Daniel. Environment under fire, 1993.  
[Environmental policy--Central America.](#)  
[Central America--Economic conditions--1979-](#)

## 2. Go to the table as instructed by the caption heading and identify the number or range of numbers for the table

### H17a Table for economic history and conditions, by region (1 no.)

.A1 Periodicals. Societies. Serials.

.A5-.Z6 General works

.Z65 Natural resources

**.Z9A-.Z9Z Specific topics (not elsewhere provided for), A-Z**

For list of topics, see HC79.A-Z

Faber, Daniel. Environment under fire, 1993.  
[Environmental policy--Central America.](#)  
[Central America--Economic conditions--1979-](#)

### 3. Apply the provisions of the table to the appropriate class number

#### HC ECONOMIC HISTORY AND CONDITIONS

-----

- HC79.E44 Economic development projects  
Cf. HD75.8+ Theory and methodology  
Economic geography see HF1021+
- HC79.E47 Education, Economic impact of  
Cf. HD75.7 Economic growth
- HC79.E5 Environmental policy and economic development. Sustainable development**  
Including environmental economics  
Cf. HC79.P55 Pollution  
Cf. HD75.6 Theory and methodology  
Cf. TD195.E25 Environmental technology

-----

Faber, Daniel. Environment under fire, 1993.  
[Environmental policy--Central America.](#)  
[Central America--Economic conditions--1979-](#)

- HC141** Class number for Economic history and conditions of Central America
- .Z9** Cutter for specific topics as directed by Table H17a
- E5** Cutter for Environmental policy and economic development from list of topics at HC79.A-Z
- E5 + 4** "4" added to second Cutter to represent main entry for work (Faber)
- 1993** Year of publication
- 
- HC141.Z9 E54 1993** Completed call number



## Summary

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- When working in Schedule H, remember that there are three types of tables that may need to be consulted:
  - Tables of general application
  - Internal tables
  - External tables
- Often more than one table will need to be consulted when classing a work

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## Exercises

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**Schedule H: Exercise 1**

LC Class # HC79.A-Z:

<a href="#">Economic history and conditions</a> -- <a href="#">Special topics, A-Z</a>	
HC79.A-Z	<a href="#">Special topics, A-Z</a> [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ] Class here only general works on these topics For these topics in specific geographic areas see <a href="#">HC94-1085.2</a> [ <a href="#">H</a> <a href="#">R</a> ]

Portion of HC79.A-Z Special topics, A-Z:

<a href="#">Economic history and conditions</a> -- <a href="#">Special topics, A-Z</a> --Defense and disarmament, Economic impact of	
HC79.D4	Defense and disarmament, Economic impact of [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ] Including economic conversion, economics of war, and the military-industrial complex Cf. <a href="#">HB195</a> Economic theory [ <a href="#">H</a> <a href="#">R</a> ]
HC79.D45	Development projects, Economic see <a href="#">HC79.E44</a> [ <a href="#">H</a> <a href="#">R</a> ] Disasters, Economic impact of [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ] For works on the economic impact of specific disasters see <a href="#">HV600</a> (Earthquakes); <a href="#">HV610</a> (Floods); <a href="#">HV613</a> (Landslides and avalanches); <a href="#">HV620</a> (Fires); <a href="#">HV623</a> (Radiation); <a href="#">HV636</a> (Storms, hurricanes, typhoons, etc.)
HC79.D5	Distribution of industry. Industrial location [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ] Cf. <a href="#">HD58</a> Management [ <a href="#">H</a> <a href="#">R</a> ] Cf. <a href="#">HD1393.5-.522</a> Industrial property [ <a href="#">H</a> <a href="#">R</a> ]

LC Class # HC110.A-Z:

<a href="#">Economic history and conditions</a> -- <a href="#">By region or country</a> -- <a href="#">America. Western Hemisphere</a> -- <a href="#">North America</a> -- <a href="#">United States</a> --Special topics, not otherwise provided for, A-Z	
HC110.A-Z	Special topics, not otherwise provided for, A-Z [ <a href="#">H</a> <a href="#">R</a> <a href="#">B</a> <a href="#">L</a> <a href="#">D</a> <a href="#">S</a> ] For list of topics see <a href="#">HC79.A-Z</a> [ <a href="#">H</a> <a href="#">R</a> ]

Supply the call numbers for the items below. The class numbers used will be HC79 or HC110, and those classes are given to guide you. Select appropriate topical Cutters from the excerpt of HC79.A-Z given above. Construct Cutters for main entries based on the LC Cutter table (assume any new book number constructed from the table does not conflict with a previously assigned number in the shelflist).

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Call Number	Record. Main entry is in <b>bold</b> .
<b>HC79</b>	<b>Green, Alex Edward Samuel, 1919-</b> Defense conversion : a critical East-West experiment / edited by Alex E.S. Green. Hampton, Va. : A. Deepak Pub., 1995. <b>SUBJECTS:</b> Economic conversion. Defense industries.
<b>HC110</b>	<b>United States. Congressional Budget Office.</b> Economic conversion : what should be the government's role? Washington, D.C. : Congress of the United States, Congressional Budget Office, 1980. <b>SUBJECTS:</b> Economic conversion--United States--Congresses. Trade adjustment assistance--United States--Congresses.
<b>HC110</b>	<b>Economics and the wind</b> / Bradley T. Ewing, Jerry S. Rawls, and Jamie B. Kruse, editors. New York : Nova Science Publishers, c2005. <b>SUBJECTS:</b> Natural disasters--Economic aspects--United States. Windstorms--Economic aspects--United States.
<b>HC110</b>	<b>United States. Bureau of the Census.</b> Location of manufacturing plants by industry, county, and employment size: 1958. [Washington, For sale by the Superintendent of Documents, U. S. Govt. Print. Off., 1961] <b>SUBJECTS:</b> Industrial location--United States.
<b>HC79</b>	<b>Proximity, distance, and diversity : issues on economic interaction and local development</b> / edited by Arnoud Lagendijk and Paivi Oinas. Aldershot, Hants, England ; Burlington, VT : Ashgate, c2005. <b>SUBJECTS:</b> Industrial districts--Case studies. Regional economics--Case studies.

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**Schedule H: Exercise 2**

LC Class # HD9200:

<a href="#">Industries. Land use. Labor--Special industries and trades--Agricultural industries--Cocoa. Chocolate</a>	
HD9200	<a href="#">Cocoa. Chocolate</a> Table H20 <a href="#">[H]</a> <a href="#">[R]</a> <a href="#">[B]</a> <a href="#">[L]</a> <a href="#">[D]</a> <a href="#">[S]</a>

Table H20:

Table for industries and trades (1 no.)	
Table for industries and trades (1 no.) <a href="#">[H]</a> <a href="#">[R]</a>	
H20 .A1	Periodicals. Societies. Serials <a href="#">[H]</a> <a href="#">[R]</a>
H20 .A2	General works <a href="#">[H]</a> <a href="#">[R]</a>
H20 .A4-Z	By region or country, A-Z <a href="#">[H]</a> <a href="#">[R]</a>
Subarrange each country as follows: .x = Periodicals. Societies. Serials; .x2 = General works. History (including biography, A-Z); .x3A-Z = Local, A-Z; .x4A-Z = Firms, etc., A-Z	

Portion of SCM G 300: Regions and Countries Table:


Bolivia	B5
Bonaire	B52
Bosnia and Hercegovina	B54
Botswana	B55
Brazil	B6
British Guiana <i>see</i> <a href="#">Guyana</a>	
British Honduras <i>see</i> <a href="#">Belize</a>	
British Isles	B65

Supply the call numbers for the items below. Apply the tables above, as necessary. All of the items will class in HD9200, and that class is given to guide you. Construct Cutters for main entries based on the LC Cutter table (assume any new book number constructed from the table does not conflict with a previously assigned number in the shelflist) and on any tables of general application used.

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Call Number	Record. Main entry is in <b>bold</b> .
<b>HD9200</b>	<b>Brazil. Comissão Executiva do Plano da Lavoura Cacaueira. Assistência de Economia.</b> Boletim estatístico do cacau: exportação brasileira de cacau. Brasília : CEPLAC, COGEP, ASSEC. <b>SUBJECTS:</b> Cocoa trade--Brazil--Statistics--Periodicals. Cacao--Brazil--Statistics--Periodicals.
<b>HD9200</b>	<b>Cacau informe economico.</b> Brasília : CEPLAC, Secretaria Geral, Assessoria de Economia e Estatística. <b>SUBJECTS:</b> Cocoa trade--Brazil--Periodicals. Cocoa--Brazil--Periodicals.
<b>HD9200</b>	<b>Study of cocoa production in Brazil.</b> [London] : International Cocoa Organization, [1989] <b>SUBJECT:</b> Cocoa trade--Brazil.
<b>HD9200</b>	<b>Garcez, Angelina Nobre Rolim.</b> Joaquim Ignácio Tosta Filho : biografia / Angelina Nobre Rolim Garcez. Salvador : Governo do Estado da Bahia, Secretaria da Agricultura, Instituto de Cacau da Bahia, 1986. <b>SUBJECTS:</b> Tosta Filho, Joaquim Ignácio, 1856-1919. Cocoa trade--Brazil--Bahia (State)--Biography.
<b>HD9200</b>	<b>Garcez, Angelina Nobre Rolim.</b> Bahia cacaueira : um estudo de história recente / Angelina Nobre Rolim Garcez, Antonio Fernando G. de Freitas. [Salvador] : Universidade Federal da Bahia, Núcleo de Publicações do Centro Editorial e Didático, 1979. <b>SUBJECTS:</b> Cocoa trade--Brazil--Bahia (State)--History. Cocoa trade--Government policy--Brazil--Bahia (State)--History.
<b>HD9200</b>	<b>Cacau no norte do Mato Grosso.</b> [Brasília] : Comissão Executiva do Plano da Lavoura Cacaueira, Divisão de Comunicação, 1978. <b>SUBJECT:</b> Cocoa trade--Brazil--Mato Grosso (State)
<b>HD9200</b>	<b>Santos, Martinho.</b> Making chocolate : the history of one of Brazil's most famous cocoa cooperatives, 2006. <b>SUBJECTS:</b> Cooperativa Central do Cacau (Ilhéus, Brazil) Cocoa trade--Brazil--Bahia (State)--History.


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## Schedule N: Fine Arts

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Session 11



## Schedule N: history

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- The first edition of the N schedule was published in 1910
- The latest edition was published in 1996

2



## Subclasses of Class N: Fine arts

- N Visual arts
- NA Architecture
- NB Sculpture
- NC Drawing, Design, Illustration
- ND Painting
- NE Print media
- NK Decorative arts
- NX Arts in general

3

N1-9211

[Visual arts](#) [\[H R B L D S\]](#)

Including architecture, decorative arts, drawing, painting, prints, and sculpture

Cf. [TR1-1050](#) Photography [\[H R\]](#)

NX1-820

[Arts in general](#) [\[H R B L D S\]](#)

Including works dealing with two or more of the fine arts media, i.e. literature, performing arts (dance, motion pictures, music, opera, theater) or the visual arts

Works on any one of these subjects are classified with the subject in classes GV, M, N, P, TR



## NX example

---

NX512.H64 D86 2001

Geoffrey Holder : a life in theater, dance,  
and art. c2001.

**SUBJECTS:**

Holder, Geoffrey, 1930-  
Artists--United States--Biography.

5



## When to use Class N?

---

- Works may fit into more than one category
- A work on photoengraving could be classed in subclass NE, Engraving or Subclass TR, Photography
- A work on aesthetics could be classed in N, Visual arts, or NX, Arts in general, or BH, Aesthetics

6



## When to use Class N (2)

- Follow instructions in the schedules if given
- Example: Where to classify a work on alphabets?

7

## When to use Class N (3)

Decorative arts. Applied arts. Decoration and ornament--Other arts and art industries--Alphabets. Calligraphy. Initials--General works

	Alphabets. Calligraphy. Initials <a href="#">[H R B L D S]</a>
	Class here material where consideration is primarily aesthetic
	For general works on writing see <a href="#">Z44</a> <a href="#">[H R]</a>
	Cf. <a href="#">NA2725</a> Architectural drawing (Lettering) <a href="#">[H R]</a>
	Cf. <a href="#">ND3335</a> Illumination <a href="#">[H R]</a>
	Cf. <a href="#">NE2710</a> Engraving <a href="#">[H R]</a>
	Cf. <a href="#">T371</a> Mechanical drawing (Lettering) <a href="#">[H R]</a>
	Cf. <a href="#">TT360.A1-Z</a> Sign painting, showcards, etc. <a href="#">[H R]</a>
	Cf. <a href="#">Z43-45</a> Penmanship <a href="#">[H R]</a>
	Cf. <a href="#">Z250-251</a> Type and typefounding <a href="#">[H R]</a>
NK3600	General works <a href="#">[H R B L D S]</a>
	Roman <a href="#">[H R B L D S]</a>
NK3603	General works <a href="#">[H R B L D S]</a>
	Including Gothic forms derived from the Roman
NK3605	Ancient <a href="#">[H R B L D S]</a>

## When to use Class N (4)

Authority File: Alphabets				
ARN 2010213				
<u>Rec stat</u> c	<u>Entered</u> 19860211	<u>Replaced</u> 19861108122757.8		
<u>Type</u> z	<u>Upd status</u> a	<u>Enc lvl</u> n	<u>Source</u>	
<u>Roman</u>	<u>Ref status</u> b	<u>Mod rec</u>	<u>Name use</u> b	
<u>Govt agn</u>	<u>Auth status</u> a	<u>Subj</u> a	<u>Subj use</u> a	
<u>Series</u> n	<u>Auth/ref</u> a	<u>Geo subd</u>	<u>Ser use</u> b	
<u>Ser num</u> n	<u>Name</u> n	<u>Subdiv tp</u> n	<u>Rules</u> n	
010 sh 85003826				
040 DLC \$b eng \$c DLC \$d DLC				
053 NK3600 \$b NK3620 \$c Art				
053 P211 \$b P213 \$c Comparative grammar				
053 T371 \$c Mechanical drawing				
053 TT773 \$c Fancy work				
053 Z43 \$c Calligraphy				
150 Alphabets				
450 Ornamental alphabets				
550 Alphabet \$w g				
550 Decoration and ornament \$w g				
550 Penmanship \$w g				

## When to use Class N (5)

- Search for similar works that have already been cataloged
- Searches could be done on keywords, subject headings, etc.

## When to use Class N (6)

- Class N includes an extensive index
- The index does not refer to external schedules, but can help resolve placement problems within N

Flowers  
Arts in general: NX650.F7  
Etching and aquatint: NE2147  
Flowers in art: N7680  
Decoration or design: NK1560+  
Drawing: NC815  
Illumination: ND3340  
Painting: ND1400+



## Order of precedence

- When art materials, especially reproductions of works of art, can be classed in several numbers, an order of precedence is used
- If the order of precedence is contradicted by instructions in the schedules, the instructions are followed



## Order of precedence (2)

- Individual artists under the country number
- Genre by nationality or period (e.g., Italian sculpture, Medieval caricature)
- Genre (General) (e.g., Sculpture)
- Special topics (e.g., Roses in art)

13



## Order of precedence (3)

- Example: A collection of the paintings of one artist all on the theme of roses is classed with the individual artist.
- Example: A collection of paintings by Italian artists using roses as a theme is classed with Italian painting.

14



## Individual artists

- Works by or about an artist are classed in the class of persons representing the medium in which the artist is best known

15



## Individual artists (2)

Eero Saarinen : shaping the future ...

### SUBJECT:

Saarinen, Eero, 1910-1961--Exhibitions.

NA (Architecture)  
737 (United States, Special artists, A-Z)  
.S28 (Saarinen)  
A4 (Exhibitions)  
2006

16



## Individual artists (3)

- Often an artist works in more than one medium!
- So a work dealing with the artist's productions in one of those media is classed with that medium
- General works about the artist may be classed in subclass N, under individual artists by nationality

17



## Individual artists (4)

Picasso / Henry Gidel.

**SUBJECTS:**

Picasso, Pablo, 1881-1973.

Artists--France--Biography.

N (Visual arts)

6853 (France, Artists, A-Z)

.P5 (Picasso)

G54 (Gidel)

2002

18



## Individual artists (5)

L'homme au mouton, Picasso...

### SUBJECT:

Picasso, Pablo, 1881-1973. Man with a lamb--  
Exhibitions.

NB (Sculpture)  
553 (France, Special artists, A-Z)  
.P45 (Picasso)  
A68 (Man with a lamb)  
1999

19



## Individual artists (6)

Le carnet de la Californie : dessins...

### SUBJECT:

Picasso, Pablo, 1881-1973--Notebooks,  
sketchbooks, etc.

NC (Drawing, Design, Illustration)  
248 (France, Artists A-Z)  
.P5 (Picasso)  
A4 (Reproductions, by date)  
1999

20



## Individual artists (7)

Picasso's brothel : les demoiselles d'Avignon /  
Wayne Anderson.

**SUBJECT:**

Picasso, Pablo, 1881-1973. Demoiselles  
d'Avignon.

ND (Painting)  
553 (France, Artists, A-Z)  
.P5 (Picasso)  
A635 (Individual works, alphabetically and date)  
2002

21



## Individual artists (8)

Picasso photographe... / Anne Baldassari.

**SUBJECTS:**

Photography, Artistic--Exhibitions.

Picasso, Pablo, 1881-1973--Exhibitions.

TR (Photography)  
647 (Artistic photography, Photographer A-Z)  
.P5 (Picasso)  
1994

22



## Working with tables

- An important feature of Class N is its tables
- Tables N1-N7 and N9-N14 are at the end of the schedule
- Note that there is no Table N8

23



## Working with tables (2)

- In addition to the tables at the end of the text, there are also tables embedded within the text
- The use of the tables of general application differs somewhat in Class N

24

## Working with tables (3)

Example 1:

The anime encyclopedia : a guide to Japanese animation  
since 1917 / Jonathan Clements, Helen McCarthy, 2001.

**SUBJECT:**

[Animated films--Japan--Encyclopedias.](#)

NC  
1766  
.J3  
C53  
2001

## Working with tables (4)

(NC) Animated films

<b>1765</b>	<b>General works</b>
<b>1766.A-.Z</b>	<b>By country, A-Z</b>
	<b>Under each country</b>
	.x <b>General works</b>
	.x2A-.x2Z <b>Special artists A-Z</b>
	.x3A-.x3Z <b>Special works. By title,</b>
	<b>A-Z</b>

The anime encyclopedia...

[Animated films--Japan--Encyclopedias.](#)



## Working with tables (5)

We now have our base number:

NC  
1766

The anime encyclopedia...

[Animated films--Japan--Encyclopedias.](#)

Our next step is to determine the Cutter number for Japan from the table of Cutter numbers for countries, G 300.

27



## Working with tables (6)

Regions and Countries Table G 300

Israel ..... I75  
Italy ..... I8  
Ivory Coast, see Côte d'Ivoire  
Jamaica . J25  
Japan ..... J3  
Java see Indonesia  
Jerusalem J4

28



## Working with tables (7)

We can now add the first Cutter number for Japan:

NC  
1766  
.J3

The anime encyclopedia...

[Animated films--Japan--Encyclopedias.](#)

29

## Working with tables (8)

Our second Cutter number will be based on the internal table under NC1766.

NC1766.A-Z	By country, A-Z	<a href="#">[H R B L D S]</a>
	Under each country:	
	.X	General
	.x2A-.x2Z	Special artists, A-Z
	.x3A-.x3Z	Special works. By title, A-Z

In this case we have a general work.

The anime encyclopedia...

[Animated films--Japan--Encyclopedias.](#)

## Working with tables (9)

The .x next to General works refers to the Cutter number for Japan.

NC1766.A-Z	By country, A-Z	<a href="#">[H R B L D S]</a>
	Under each country:	
	.x	General
	.x2A-.x2Z	Special artists, A-Z
	.x3A-.x3Z	Special works. By title, A-Z

How would .x2A-.x2Z be applied?

**The anime art of Hayao Miyazaki** / by Dani Cavallaro, 2006.

**SUBJECTS:**

[Miyazaki, Hayao--Criticism and interpretation.](#)

NC1766.J32 M593 2006



## Working with tables (10)

Since we do not have to add anything to the Cutter number for Japan, we can Cutter for the Main entry, Clements, and add the date to complete the call number:

NC  
1766  
.J3  
C53  
2001

The anime encyclopedia...

[Animated films--Japan--Encyclopedias.](#)

32

## Working with tables (11)

Example 2:

Paul Andreu, architect / Philip Jodidio, 2004.

**SUBJECTS:**

Andreu, Paul.

Architecture--France--20th century.

NA  
1053  
.A49  
J64  
2004



## Working with tables (12)

NA Architecture

Europe—Special Countries—France

...

1053.A-.Z Special architects, A-Z

Subarrange by Table N6

Paul Andreu, architect.  
Andreu, Paul.  
Architecture--France--20th century.

34



## Working with tables (13)

We now have our base number. The next step is to Cutter for the name of the architect, Andreu.

Paul Andreu, architect.  
[Andreu, Paul.](#)  
[Architecture--France--20th century.](#)

NA

1053 (Architects, A-Z)

.A49 (Andreu)

The next step is to subarrange using Table N6.

35



## Working with tables (14)

Table N6: Table of Cutters for Artists (First Cutter)

.xA2	Autobiography. By date
.xA3	Letters. By date
.xA35	Speeches, essays, interviews, etc. by date
.xA4	Reproductions (Collections). By date <i>Including exhibition catalogs</i>
.xA6-.xA79	Individual works of art. Alphabetically by title of work of art and date
.xA8-.xZ	Biography and criticism

36



## Working with tables (15)

Our work belongs in the subarrangement for biography and criticism .xA8-.xZ.

NA

1053

.A49

J64 (Cutter for the main entry, Jodidio)

2004

Paul Andreu, architect.

Andreu, Paul.

Architecture--France--20th century.

37

## Working with tables (16)

Example 3:

Painting a people : Maurycy Gottlieb and Jewish art /  
Ezra Mendelsohn, 2002.

### SUBJECTS:

Gottlieb, Maurycy, 1856-1879--Criticism and  
interpretation.

Art, Jewish--Galicia (Poland and Ukraine)

ND

955

.P63

G6636

2002



## Working with tables (17)

ND Painting  
History—Special countries—Poland

955.P63 Special artists, A-Z  
Subarrange by Table N7 at  
the end of the schedule

Painting a people : Maurycy Gottlieb and Jewish art...  
[Gottlieb, Maurycy, 1856-1879--Criticism and interpretation.](#)  
[Art, Jewish--Galicia \(Poland and Ukraine\)](#)

39



## Working with tables (18)

We now have our base number and the first  
Cutter number.

ND  
955  
.P63 (Poland, special artists A-Z)

Painting a people : Maurycy Gottlieb and Jewish art...  
[Gottlieb, Maurycy, 1856-1879--Criticism and interpretation.](#)  
[Art, Jewish--Galicia \(Poland and Ukraine\)](#)

We next need to Cutter for the artist and use  
table N7 to subarrange.

40



## Working with tables (19)

Table N7: Table of Cutters for Artists (Second Cutter)

x	Autobiography, letters, speeches, essays, interviews, etc. By date
x2	Reproductions. By date <i>Including collections, individual works of art, exhibition catalogs</i>
x3-x39	Biography and criticism. Alphabetically by author

41



## Working with tables (20)

We are now ready to supply the second Cutter and complete the call number.

ND

955

.P63

G6636 (G66=Gottlieb, 36=expansion for Mendelsohn)

2002

Painting a people : Maurycy Gottlieb and Jewish art / Ezra Mendelsohn, 2002.  
[Gottlieb, Maurycy, 1856-1879--Criticism and interpretation. Art, Jewish--Galicia \(Poland and Ukraine\)](#)

42

## Working with tables (21)

Example 4:

California pottery : from missions to Modernism / by Bill Stern ; photographs by Peter Brenner, 2001.

### SUBJECTS:

Pottery, American--California--Catalogs.

Pottery, American--California--20th century--Catalogs.

NK  
4025  
.C2  
S74  
2001

## Working with tables (22)

NK Decorative Arts, Applied Arts, Decoration and Ornament

...

4001-4185 Special countries

*Subarrange by Table N2 at the end of the text*

*Add country number in table to NK4000*

California pottery ...

Pottery, American--California--Catalogs.

Pottery, American--California--20th century--Catalogs.

## Working with tables (23)

Table N2: Table of Regions and Countries (200 Numbers)

...	United States
05	General works
06	Colonial period; 18 <sup>th</sup> (and early 19 <sup>th</sup> ) century
...	
25.A-.W	States, A-W
	<i>Each state may be subarranged:</i>
	.x                      General works
	.x2A-.x2Z          Local (other than cities), A-Z
27.A-Z	Cities, A-Z



## Working with tables (24)

We first need to construct the base number.

Since our book deals with pottery from California we want the number 25 from Table N2 for American states A-Z.

The instructions in the schedule say to add this number to NK4000

California pottery ... <a href="#">Pottery, American--California--Catalogs.</a> <a href="#">Pottery, American--California--20th century--Catalogs.</a>
--

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## Working with tables (25)

We now have our base number:

NK

4025

California pottery ...

[Pottery, American--California--Catalogs.](#)

[Pottery, American--California--20th century--Catalogs.](#)

47



## Working with tables (26)

The next step is to Cutter for the state,  
California.

Since there is no provision for Cuttering for  
states in the table, we need to consult the  
table of general application, G 302.

California pottery ...

[Pottery, American--California--Catalogs.](#)

[Pottery, American--California--20th century--Catalogs.](#)

48



## Working with tables (27)

G 302 American States and Canadian  
Provinces

Alabama.....	A2
Alaska.....	A4
Arizona.....	A6
Arkansas.....	A8
California.....	C2

...

49



## Working with tables (28)

We now have our first Cutter number:

NK

4025

.C2

California pottery ...

[Pottery, American--California--Catalogs.](#)

[Pottery, American--California--20th century--Catalogs.](#)

50



## Working with tables (29)

We next need to subarrange according to the table under the number 25 in Table N2:

.x                    General works  
.x2A-x2Z        Local (other than cities), A-Z

California pottery ...  
[Pottery, American--California--Catalogs.](#)  
[Pottery, American--California--20th century--Catalogs.](#)

51



## Working with tables (30)

We have a general work, so we do not need to expand the Cutter for California.

The second Cutter then is for the main entry, Stern.

NK  
4025  
.C2    (California, general works)  
S74    (Stern)  
2001

California pottery ...  
[Pottery, American--California--Catalogs.](#)  
[Pottery, American--California--20th century--Catalogs.](#)

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## Summary

---

- Not all numbers in Class N are as difficult as these examples
- If you have to use multiple tables, just proceed step-by-step according to instructions
- Don't forget the tables of general application
- Remember the order of precedence used in Class N

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## Exercises

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**Schedule N: Exercise 1**

LC Class # N6537.A-Z:

<a href="#">Visual arts--History--Special regions or countries--America--North America--United States--Special artists, A-Z</a>	
N6537.A-Z	<a href="#">Special artists, A-Z</a> <a href="#">[H R B L D S]</a> Subarrange individual artists by Table <a href="#">N6</a>

Table N6:

<a href="#">Table of Cutters for artists (first Cutter)</a> --Autobiography. By date	
N6 .xA2	Autobiography. By date <a href="#">[H R]</a>
N6 .xA3	Letters. By date <a href="#">[H R]</a>
N6 .xA35	Speeches, essays, interviews, etc. of the artist. By date <a href="#">[H R]</a>
N6 .xA4	Reproductions (Collections). By date <a href="#">[H R]</a> Including exhibition catalogs
N6 .xA6-.xA79	Individual works of art. Alphabetically by title of work of art and date <a href="#">[H R]</a>
N6 .xA8-.xZ	Biography and criticism <a href="#">[H R]</a>

Complete the call numbers for the items below. Apply the table above, as necessary. The subject of each of these entries is an American artist, and each item will class in N6537. That number is given to guide you. Construct Cutters for main entries based on the LC Cutter table (assume any new book number constructed from the table does not conflict with a previously assigned number in the shelflist).

Call Number	Record. Main entry is in <b>bold</b> .
<b>N6537</b>	<b>Sea, earth, sky : the art of Walter Anderson : an exhibition at the Mississippi State Historical Museum, Jackson, Mississippi.</b> [Jackson] : Mississippi Dept. of Archives and History, c1980.  SUBJECT: Anderson, Walter Inglis, 1903-1965--Exhibitions.
<b>N6537</b>	<b>Maurer, Christopher.</b> Fortune's favorite child : the uneasy life of Walter Anderson / Christopher Maurer. Jackson : University Press of Mississippi, c2003.  SUBJECTS: Anderson, Walter Inglis, 1903-1965. Artists--United States--Biography.

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<b>N6537</b>	<p><b>Warhol, Andy, 1928-1987.</b> Andy Warhol, conversation with Eddy Devolder = Andy Warhol, conversation avec Eddy Devolder. Gerpennes, Belgique : Tandem, 1989.</p> <p>SUBJECTS: Warhol, Andy, 1928-1987--Interviews. Artists--United States--Interviews.</p>
<b>N6537</b>	<p><b>Warhol, Andy, 1928-1987.</b> Andy Warhol, work and play. Burlington, Vt. : Robert Hull Fleming Museum, c2003.</p> <p>SUBJECTS: Warhol, Andy, 1928-1987--Exhibitions. Warhol, Andy, 1928-1987--Interviews. Artists--United States--Interviews.</p>
<b>N6537</b>	<p><b>Warhol, Andy, 1928-1987.</b> Global Warhol / [catalogo a cura di Mirella Panepinto]. Milano : Electa, c2003.</p> <p>SUBJECT: Warhol, Andy, 1928-1987--Exhibitions.</p>

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**Schedule N: Exercise 2**

LC Class # NA701-1614:

<a href="#">Architecture</a> -- <a href="#">History</a> --Architecture of special countries	
NA701-1614	<a href="#">Architecture of special countries</a> Table N5 modified <a href="#">[H R B L D S]</a> Add country number in table to NA700 Including historical works discussing buildings of special materials located in special countries In the application of Table N5 for "Special artists" read "Special architects, families and firms" For ancient period prefer <a href="#">NA215-340</a> For special details and decorations see <a href="#">NA2835-3070</a> <a href="#">[H R]</a> For special details and decorations in special materials see <a href="#">NA3680-3686</a> <a href="#">[H R]</a> For technical works on design problems in special materials, including such problems when they pertain to special countries see <a href="#">NA4100-4145</a> <a href="#">[H R]</a>

Portion of Table N5:

<a href="#">Table of regions or countries (1000 numbers)</a> -- <a href="#">Europe</a> -- <a href="#">Other regions or countries, A-Z</a> -- <a href="#">Albania</a>	
N5 755.A4-.A43	<a href="#">Albania</a> Table N15 <a href="#">[H R]</a>
N5 755.A48-.A483	<a href="#">Andorra</a> Table N15 <a href="#">[H R]</a>
N5 755.B285	Baltic States. Baltic Sea Region <a href="#">[H R]</a>
N5 755.B44-.B443	<a href="#">Belarus</a> Table N15 <a href="#">[H R]</a>
N5 755.B54-.B543	<a href="#">Bosnia and Hercegovina</a> Table N15 <a href="#">[H R]</a>
N5 755.C37	Carpathian Mountains Region <a href="#">[H R]</a>
N5 755.C76-.C763	<a href="#">Croatia</a> Table N15 <a href="#">[H R]</a>
N5 755.E8-.E83	<a href="#">Estonia</a> Table N15 <a href="#">[H R]</a>
N5 755.F5-.F53	<a href="#">Finland</a> Table N15 <a href="#">[H R]</a>
N5 755.L37-.L373	<a href="#">Latvia</a> Table N15 <a href="#">[H R]</a>
N5 755.L54-.L543	<a href="#">Liechtenstein</a> Table N15 <a href="#">[H R]</a>
N5 755.L57-.L573	<a href="#">Lithuania</a> Table N15 <a href="#">[H R]</a>
N5 755.M27-.M273	<a href="#">Macedonia (Republic)</a> Table N15 <a href="#">[H R]</a>

Table N15:

<a href="#">Subarrangement for special countries (Cutter number)</a> --General works	
N15 .x	General works <a href="#">[H R]</a>
N15 .x2A-.x2Z	Local, A-Z <a href="#">[H R]</a>
N15 .x3A-.x3Z	Special artists, A-Z <a href="#">[H R]</a> Subarrange individual artists by Table <a href="#">N7</a>

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Table N7:

<a href="#">Tables of Cutter for artists (second Cutter)</a> --Autobiography, letters, speeches, essays, interviews, etc. By date	
N7 .x date	Autobiography, letters, speeches, essays, interviews, etc. By date <a href="#">[H R]</a>
N7 .x2	Reproductions. By date <a href="#">[H R]</a> Including collections, individual works of art, exhibition catalogs
N7 .x3-.x39	Biography and criticism. Alphabetically by author <a href="#">[H R]</a>


Complete the call numbers for the items below. Apply the tables above, as necessary. Every item in this exercise will class in the same number; use the schedule at NA701-1614 and Table N5 to determine the class. Construct Cutters for main entries based on the LC Cutter table (assume any new book number constructed from the table does not conflict with a previously assigned number in the shelflist).

Call Number	Record. Main entry is in <b>bold</b> .
	<p><b>Kiel, Machiel.</b> Ottoman architecture in Albania, 1385-1912 / Machiel Kiel. Besiktas, Istanbul : Research Centre for Islamic History, Art and Culture, 1990.</p> <p><b>SUBJECTS:</b> Architecture, Ottoman--Albania. Architecture, Islamic--Albania.</p>
	<p><b>Mohorovicić, Andro.</b> [Graditeljstvo u Hrvatskoj. English] Architecture in Croatia : architecture and town planning / Andre Mohorovicić ; [translated by Nedeljka Batinović]. Zagreb : Croatian Academy of Sciences and Arts : Skolska knjiga, 1994.</p> <p><b>SUBJECTS:</b> Architecture--Croatia. City planning--Croatia.</p>
	<p><b>Medine architektura Lietuvoje</b> = Wooden architecture in Lithuania / [sudarymas Alfredas Jomantas]. Vilnius : Vaga, 2002.</p> <p><b>SUBJECTS:</b> Building, Wooden--Lithuania. Vernacular architecture--Lithuania.</p>

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	<p><b>Luksionyte-Tolvaisiene, Nijole, 1954-</b> Istorizmas ir modernas Vilniaus architekturoje / Nijole Luksionyte-Tolvaisiene. Vilnius : Vilniaus Dailes akademija, 2000.</p> <p><b>SUBJECTS:</b> Architecture--Lithuania--Vilnius--History. Church architecture--Lithuania--Vilnius.</p>
	<p><b>Levandauskas, Vytautas.</b> Architektas Karolis Podcasinskis / Vytautas Levandauskas. Vilnius : Vilniaus Dailes akademijos leidykla, 1994.</p> <p><b>SUBJECTS:</b> Podczaszyński, Karol, 1790-1860--Criticism and interpretation. Architecture--Lithuania--19th century.</p>

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# Local Policy Decisions

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## Session 12

1




## About local decisions

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- Consider user needs
- Consider the benefits of following standards rather than local practice
- Local deviations from standard practices cost time and money
- Be sure to document your decisions!

2



## Libraries have options (if they have the resources)

- Choice of classification number
  - Classify or not?
  - LC classification vs. local number
  - Alternative LC class numbers
- Shelflisting decisions
  - Work marks
  - Editing book numbers
  - Additions to call numbers

3



## Classification options

- To classify or not to classify?
- LC or local scheme?
- Alternative call numbers – form or subject?
- Children's materials
- Series (serial or multipart) classed separately or together?
- Case-by-case deviations

4



## To classify or not to classify

- If a resource is not integrated with the print collection, it may not be classified at all
  - Remote access electronic resources are often given a generic call number such as “Online Access” or “Internet”
  - Special formats are often shelved separately and may be assigned accession numbers, e.g. microforms, videos, CDs & CD-ROMs
  - Space planning is facilitated by use of sequential numbering (e.g. microform, non-browsable print collections)

5



## Remote storage issues

- Do materials being cataloged for storage need to be classified?
  - Collections often not shelved by call number
  - Not browsable
- Items in remote storage are included in collection analyses, which may be done on the basis of the class number
  - Collection analysis used in library accreditation

6



## LC classification or local scheme?

- Non-print or special print collections are sometimes assigned local classification numbers because
  - LC schedules do not provide classification, e.g. newspapers, feature films, sound recordings
  - Specialized collections need to expand certain areas of LC classification, e.g., computer science, QA76.76.O63
  - Donors, faculty, university, community or other special interests mandate use of local arrangement

7



## Example: botany of California

<b>QK149 &lt;LC Classification&gt;</b>	<b>General works</b>
QK149.2 <b>&lt;LOCAL&gt;</b>	Northern California
QK149.4 <b>&lt;LOCAL&gt;</b>	Southern California
QK149.6.A-Z <b>&lt;LOCAL&gt;</b>	By county or region, A-Z

8



## Local extension of LCC

- Wildflowers of Monterey County : a field companion / photographs by David J. Gubernick ... Carmel, Calif. : Carmel Pub. Co. ... 2002
  - **LC:** QK149 .G83 2002
  - **LOCAL:** QK149.6.M8 G82 2002

9



## Examples: Local university departmental classifications

- Supernovae / Albert Petschek, editor. New York : Springer-Verlag, 1990.  
**LC:** QB843 S95 S967 1990  
**LOCAL:** [56](#) QB843 S95 S967 1990
- Hyperbolic geometry / James W. Anderson. London : Springer, c1999.  
**LC:** QA685 .A54 1999  
**LOCAL:** [Geom An23h](#)

10



## Subject bibliographies: Z or ?

- LC classes all bibliographies in Z with the exception of law and music
- LC includes an alternative class number
- *Bibliography of astronomy.*
  - 050 00 \$a **Z5151** \$b .S38 1982 \$a **QB43.2**
    - **Z5151** HIERARCHY: Subject bibliography – Astronomy – General bibliography
    - **QB43.2** HIERARCHY: Astronomy – General works, treatises & advanced textbooks – 1970-2000

11



## Z or ?

- Considerations for making this decision include:
  - Physical separation of materials:
    - different browsing areas
    - different buildings
  - Will the materials circulate or not?
  - Additional shelflisting:
    - alternative numbers don't include a Cutter number
    - libraries choosing subject over form commit cataloging staff to add them

12



## Subject atlases: G or ?

- LC classes all atlases in G
  - Locally, should subject atlases be classed by form in G, or with the subject they illustrate?
  - LC does not provide alternative numbers for atlases
- Considerations for making this decision include:
  - Physical location of materials – will classing these materials with their form cause an onerous physical separation from subject materials?
  - Will the materials circulate or not?
  - Because atlases usually don't have an alternate number, libraries choosing subject over form commit cataloging staff to provide call numbers

13



## G or ? (Example 1)

- *Atlas of world art*
  - LC call number: **G1046.E1 O9 2004**
    - HIERARCHY: Atlases – World atlases – Atlases of the Earth – By subject – Other subject atlases – Human & cultural geography. Anthropogeography. Human ecology – General
  - Possible alternate: **N5300 .A85 2004**
    - HIERARCHY: Visual arts – History – General works

14



## G or ? (Example 2)

- *Atlas of the North American Indian*
  - LC call number: **G1106.E1 W3 2000**
    - HIERARCHY: Atlases – By region or country – America. Western Hemisphere – North America – By subject – Human & cultural geography. Anthropogeography. Human ecology – General
  - Possible alternate: **E77 .W2 2000**
    - HIERARCHY: America – Indians of North America – General works – Comprehensive works

15



## Children's materials in PZ

- For children's materials, libraries may decide to:
  - Class in Dewey: to familiarize students in teacher education programs with the classification scheme used in most school libraries
  - Reclassify to non-juvenile in order to collocate juvenile and adult belle-lettres, e.g. Lemony Snicket to Daniel Handler's number

16



## Local reclassification to PZ

- The Underground Railroad for kids ... / Mary Kay Carson.
  - Primary Subject Heading:
    - Underground Railroad--Juvenile literature
  - **LC:** E450 .C45 2005
  - **LOCAL:** PZ9.C37 U5 2005
    - Classes all juvenile history materials together
    - BUT uses an obsolete number and extension developed and used locally


17



## Series: class together or separately?

- Libraries may also choose to classify series together or separately
  - 050 00 \$a QA3 \$b .L28 no. 1835 \$a QA243  
Geometric methods in the algebraic theory of quadratic forms ...  
**SERIES:** Lecture notes in mathematics (Springer-Verlag) ; 1835 [*before LC policy change*]
  - 050 00 \$a QA913 \$b .M385 2006  
Mathematical foundation of turbulent viscous flows ...  
**SERIES:** Lecture notes in mathematics (Springer-Verlag) ; 1871 [*following LC policy change*]


18



## Series: class together or separately? (2)

- Considerations include:
  - Broad or narrow subject focus for the entire series
  - Availability of cataloging copy
  - Are your catalogers comfortable with specialized subject areas of the series?

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## Series: class together or separately? (3)

- Additional considerations include:
  - Local usage has a role in the decision
    - Do users search by series?
    - Is the entire series collected?
  - Different policy for multipart items?
    - Complete works of Charles Dickens [multipart] vs.
    - The Dickens bibliographies [series]

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## Case-by-case deviations

- Classing a serial special issue as an individual monograph
- Broad classification for materials receiving minimal-level cataloging
- Classing to place rather than specific topic when the topic has no arrangement for place
  - E.g., Special collection in Southeast Asia classes to Indonesia rather than to a more specific topic

21



## Shelflisting decisions

- Copy cataloging decisions
- Work marks & other additions to call numbers
- Supplements to serials
- Serial title changes
- Obsolete call numbers
- Shared cataloging issues

22



## Copy cataloging decisions

- Accept call number “as is” without checking, *or*,
- Verify that the call number fits the local shelflist, sliding Cutter if necessary, *or*,
- Accept call number “as is” but apply local additions where appropriate

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## Additions to call numbers

- Adding an “x” to the Cutter number or date
  - Distinguishes call numbers assigned locally from those assigned by LC or another library
  - Shelflisting of call numbers from LC copy can be bypassed
  - Prevents duplicate call numbers
- Downside: lack of collocation; split files
  - Editions not kept together
  - Works of and about authors and artists not kept together
  - Difficulty inserting new numbers if there is no consistent order

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## More additions to call numbers


- Oversize designations placing items on special shelving nearby
- Media labels to highlight the carrier (DVD, CD, VHS)
- Compensating for inadequacies in the OPAC profile or software
  - Sub-collections not in the library's OPAC profile
  - Special circulation conditions (Non-Circulating)

25

## Additions to call numbers: Examples (1)

LC Call Number	Author	Full Title
PN1997 B2455 1997 <u>DVD</u>		Bandits [videorecording] / Buena Vista International ; Olga Film in coproduktion mit VELA-X ; Flach Film ; Regie, Katja von Garnier ; Drehbuch, Uwe Wilhelm, Katja von Garnier ; Produktiert von Harald Kügler, Molly von Fürstenberg, Elvira Senft.
PN1997 B2455 M35X 1997+ <u>Oversize</u>		Making of Bandits : eine Collage / das Buch vom Bandits-Team ; [Herausgeber, das Bandits-

26



## Additions to call numbers: Examples (2)

**Location:** GEOLOGY, Folio Collection (Non-Circulating)

**Call Number:** G1200 U53 1970 (LC)

**Status:** Not Checked Out

**Notes:** Shelved in Reference.

**Location:** KLINE, Atlas Case (Non-Circulating)

**Call Number:** Folio G1200 U53 1970 (LC)

**Location:** SML, Map Collection--Atlases, Room 707 (Non-Circulating)

**Call Number:** Folio G1200 U53 1970 (LC)

27



## Serial supplements decisions

- Include supplements as part of the parent serial, adding "Suppl." (or other designation) to the volume numbering
- Use the serial call number but "slide" the Cutter, e.g., by adding a "2"
- Completely separate the supplement from the main title

28



## Serial title change

- Changes in coverage or classification may require a new class number
- TITLE: Report on the global HIV/AIDS epidemic.
- CALL NUMBER: **RA644.A25 R47**  
NOTE: Ceased in 2002.  
CONTINUED BY: Report on the global AIDS epidemic.

29

## Serial title change (2)

Public aspects of medicine--Public health. Hygiene. Preventive medicine--Communicable diseases and public health--Other communicable diseases, A-Z--AIDS. HIV infections

	AIDS. HIV infections <a href="#">[H R B L D S]</a>
RA643.75	Periodicals. Societies. Serials <a href="#">[H R B L D S]</a>
RA643.76	Congresses <a href="#">[H R B L D S]</a>
RA643.8	General works <a href="#">[H R B L D S]</a>
	By region or country <a href="#">[H R B L D S]</a>
	United States <a href="#">[H R B L D S]</a>
RA643.83	General works <a href="#">[H R B L D S]</a>
RA643.84.A-Z	By region or state, A-Z <a href="#">[H R B L D S]</a>
RA643.86.A-Z	Other regions or countries A-Z <a href="#">[H R B L D S]</a>
	Subarrange each country by Table <a href="#">R5a</a>
RA644.A-Z	Other communicable diseases, A-Z <a href="#">[H R B L D S]</a>
	Acquired immune deficiency syndrome see <a href="#">RA643.75-.86</a>
	<a href="#">[H R]</a>
(RA644.A25)	AIDS. HIV infections <a href="#">[H R B L D S]</a>
	see <a href="#">RA643.75-.86</a>



## Serial title change (3)

- Title change to: *Report on the global AIDS epidemic*  
Use old or new class number for the new title?
- Local decisions:
  - Class new title under the current number; old title is not reclassified (old and new titles are separated on the shelf)
  - Use the obsolete classification for the new title (volumes are kept together under the obsolete number on the shelf)
  - Class the new title under the current number & reclass the old volumes

31



## Obsolete class numbers

- Revisions to the class schedules may mean later editions end up with a different call number
  - Libraries may choose to collect earlier editions and reclass them in the new number
  - Staff and resources dictate whether this is feasible
- Revisions to the class schedules may result in obsolete call numbers
  - Reclass materials or not?
  - Available resources are key to the decision
  - Accept obsolete numbers in copy or update them?

32



## Shared cataloging: consortia

- Consortial rules may require all member libraries to use the same call number
  - Member libraries have unique user populations, which may require different classification decisions (e.g., classing bibliographies in Z vs. the subject)
  - Standardization facilitates processing and inventory control

33



## Shared cataloging: OCLC

- OCLC members are expected to follow national standards when applying LC classification
- Local modifications issues:
  - Double entry (QK149 on OCLC; QK149.6 in local system)
  - Confusion about what is local vs. what is national (local extensions added in error to national records; series classification)

34



## Local policy decisions: Summary

---

- Balance differing, contending, and changing user needs and user populations
- Balance user needs and workflow efficiency
- Consider the cost/benefit of local modifications
- Political issues: decisions that are out of your hands
- Document your decisions!

35



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# SACO: Subject Authority Cooperative Program

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## Session 13



## What is SACO?

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- A component of the Program for Cooperative Cataloging (PCC)
- A means for libraries to propose:
  - new Library of Congress Subject Headings
  - new Library of Congress Classification numbers
  - changes to existing Library of Congress Subject Headings
  - changes to existing Library of Congress Classification numbers



## SACO membership

- Institutions that participate in other PCC programs are automatically considered SACO members
- Non-PCC libraries and NACO Funnel participants can submit SACO membership applications

3



## SACO membership

- No formal training is required
- Participants do not gain “independent” status; all proposals are reviewed at LC (and may be approved or not)

4



## Overview of SACO process for LC Classification proposals

- Cataloger recognizes need for new LC Classification number and prepares the proposal
- Cataloger submits the proposal online to Classification Web

5



## Overview of SACO process for LC Classification proposals

- Cataloger notifies LC's Cooperative Cataloging Team that a proposal has been submitted and is ready for review
- Proposal is further reviewed by the Cataloging Policy and Support Office (CPSO) and placed on a Tentative Weekly List:

[http://www.loc.gov/catdir/pcc/saco/  
ClassTentative/twlc.html](http://www.loc.gov/catdir/pcc/saco/ClassTentative/twlc.html)

6

## Overview of SACO process for LC Classification proposals

LIBRARY OF CONGRESS CLASSIFICATION  
TENTATIVE WEEKLY LIST 50 (December 13, 2006)

Law of Canada  
The legal profession  
Particular classes of lawyers and types of careers, A-Z  
Public interest lawyers  
KE332.P82  
(C)

## Overview of SACO process for LC Classification proposals

Proposal undergoes final review at the  
CPSO Weekly Editorial Meeting



## Overview of SACO process for LC Classification proposals

- Approved LC Classification proposals are:
  - Posted to the Weekly Lists of new and changed LC Classification numbers on the LC/ABA web page:  
<http://www.loc.gov/aba/cataloging/classification/weeklylists/>
  - Included in the printed LC Classification schedules and in Classification Web

9



## Requirements for participation

- Familiarity with the principles of LC Classification
- Knowledge of the procedures and guidelines in SCM : F (Classification)
- Access to LC Classification schedules
  - In print copy
  - Via Classification Web

10



## Resources

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- SACO home page:  
<http://www.loc.gov/catdir/pcc/saco/saco.html>
- Guidelines for completing the LC Classification form
- Tentative and Approved Weekly Lists of LC Classification proposals
- Summary of Decisions from the Weekly Editorial Meeting

11



## Resources

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- SACO Participants' Manual, 2nd ed.
  - Available on Cataloger's Desktop, and
  - As a PDF file on the SACO home page
- SCM F 50 Classification Proposals


12



## Why submit an LC Classification proposal?

- LC Classification was developed for LC's collections
- The world of knowledge keeps growing!
- Other libraries' collections and acquisition policies may differ from LC's

13



## Why submit an LC Classification proposal?

- Cooperative cataloging efforts are expanding
- Terminology within a discipline changes over time


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## When to submit an LC Classification proposal

- For a new classification number
  - When the rules of specificity in classification may not be applied by using a broader number
- To change an existing number
  - When terminology or a name change calls for classification modifications

15



## Examples: LC Classification numbers proposed by SACO participants

- B738.H3  
Philosophy (General)--Medieval (430-1450)--  
Special topics--Other special topics, A-Z--  
Happiness
- PR739.D42  
English literature--History of English  
literature--Drama--By period--20th century--  
Special topics, A-Z--Death

16



## Examples: LC Classification numbers proposed by SACO participants

- **GV1469.62.A24**

Recreation. Leisure--Games and amusements--Indoor games and amusements--Fantasy games--Individual games, A-Z--**Aberrant (Game)**

17



## Examples: LC Classification numbers proposed by SACO participants

- **PL8598.O32-.O3295**

Languages of Eastern Asia, Africa, Oceania--African languages and literature--Special languages (alphabetically)--O-Oz

**PL8598.O32-.O3295**

**Ogba** Table P-PZ16

18



## Examples: LC Classification numbers proposed by SACO participants

---

- P96.R46-.R462

Philology. Linguistics--Communication. Mass media--Special aspects--Other, A-Z--  
Reproductive health

P96.R46

General works

P96.R462A-.R462Z

By region or  
country, A-Z

19



## Sample LC Classification proposal

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Work being cataloged:

**Portraiture now  
2006**

20



## Sample LC Classification proposal

### Description

Portraiture now is an exhibition catalog of the first installation in the National Portrait Gallery's new exhibition series called "Portraiture Now," held July 1, 2006-January 7, 2007

**SUBJECT:** Portraits, American--21<sup>st</sup> century--Exhibitions.

21

## Sample LC Classification proposal

Visual arts--Special subjects of art--Portraits--  
General works

N7575

N7580-7591

N7592-7615.9

General works

AncientMedieval and modern

## Sample LC Classification proposal

Visual arts--Special subjects of art--Portraits  
--Medieval and modern--General works

N7592	General works
N7592.2-.6	<a href="#">By period</a>
N7592.8-7615.9	<a href="#">By country</a>

## Sample LC Classification proposal

Visual arts--Special subjects of art--Portraits  
--Medieval and modern--By country--America  
--United States

N7593-7593.9	<a href="#">United States</a>
--------------	-------------------------------

## Sample LC Classification proposal

Visual arts--Special subjects of art--  
Portraits--Medieval and modern--By  
country--America--United States

United States

N7593

General works

N7593.1

17<sup>th</sup>-18<sup>th</sup> centuries

N7593.2

19<sup>th</sup> century

N7593.3

20<sup>th</sup> century

N7593.5


New England

N7596.6

South

## Sample LC Classification proposal

The Library of Congress >> Cataloging >> PCC Home



The LIBRARY of CONGRESS Program for Cooperative Cataloging  
**SACO** Subject Authority Cooperative Program of the PCC

SACO Home >> LC Class on Class Web Find  in SACO Pages

An entirely new classification proposal system will be implemented beginning on Monday, November 13, 2006. All SACO contributors are to begin using the new system on that date, but not sooner. For SACO proposals that are already in the pipeline, Coop will key them into the new system before submitting them to CPSO, beginning on that date. Do not input ANY proposals before Monday, November 13, 2006 as all proposals that are currently in the system will be deleted over the weekend of November 11th-12th, 2006 in order to start with a clean slate on November 13th.

Ten PDF files are linked to this page.

The first three are the general instructions on how to use the system.

- ▶ [General instructions](#) Proposing a New Class Number
- ▶ [General instructions](#) Proposing a Modification to an Existing Class Number
- ▶ [General instructions](#) Proposing a New See Reference or Confer Note

## Sample LC Classification proposal

### *PROPOSING A NEW CLASS NUMBER*

#### **Accessing the system.**

Go to URL: <http://classificationweb.net/Menu/proposal.html>

Click on **Create, Edit and Browse Classification Proposals**

Login using the appropriate Class Web username and password.<sup>1</sup>

#### **Creating a proposal.**

In the browse field, enter any class number that is in the area where the new number is to be proposed and click **Go**.

Choose any existing number that is similar in form to the new one, preferably one that is in the same hierarchy and at the same indentation, and click the letter **P** (propose) beside that caption.<sup>2</sup> For example, to propose a new Cutter number in an existing list of Cutters, choose any of the existing Cutters in the list, and select the letter **P** beside it. An "EZ" input screen is displayed.

Editable fields on the EZ input screen ( \* = required field ):

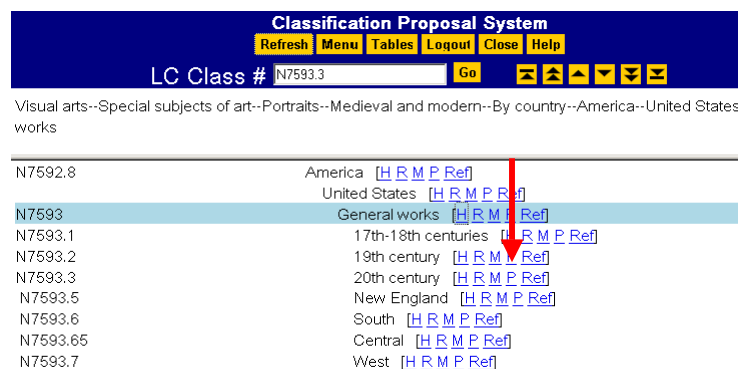
## Sample LC Classification proposal

<http://classificationweb.net/Menu/proposal.html>

## Sample LC Classification proposal



## Sample LC Classification proposal



## Sample LC Classification proposal

Classification Proposal System	
Proposed Schedules Record [N7593.3] <span>Save</span> <span>Cancel</span> <span>Logout</span>	
Create a proposal for a new classification number	
Proposal generated by	<input checked="" type="radio"/> Book <input type="radio"/> No Book <input type="radio"/> CIP <input type="radio"/> Rare Book <input type="radio"/> Coop
Existing class #	N7593.3
Proposed class #	N7593.3 <input checked="" type="radio"/> Single # <input type="radio"/> Displayed span <input type="radio"/> Suppressed span
Hierarchy	<div> Visual arts Special subjects of art Portraits Medieval and modern By country America </div>
Caption	20th century
TABLE	

## Sample LC Classification proposal

Note ("Class here," "Including," etc.)	
Work cat.	
Cataloger's comments	
Pattern	
Better	
<p>If you would like to be notified when your proposal is scheduled for a weekly list and of the subsequent decision by the classification editorial meeting, include your email address on the next line.</p>	
Email address	
<span>Append</span> <span>Insert</span> <span>Remove</span> <span>Save</span> <span>Cancel</span> <span>Logout</span>	

## Sample LC Classification proposal

Classification Proposal System	
Proposed Schedules Record [N7593.3] <span>Save</span> <span>Cancel</span> <span>Logout</span>	
Create a proposal for a new classification number	
Proposal generated by	<input type="radio"/> Book <input type="radio"/> No Book <input type="radio"/> CIP <input type="radio"/> Rare Book <input checked="" type="radio"/> Coop
Existing class #	N7593.3
Proposed class #	N7593.4 <input checked="" type="radio"/> Single # <input type="radio"/> Displayed span <input type="radio"/> Suppressed span
Hierarchy	Visual arts Special subjects of art Portraits Medieval and modern By country America
Caption	21st century
TABLE	

## Sample LC Classification proposal

Note ("Class here," "Including," etc.)	
Work cat.	Portraiture now, 2006.
Cataloger's comments	
Pattern	N7593.3
Better	
If you would like to be notified when your proposal is scheduled for a weekly list and of the subsequent decision by the classification editorial meeting, include your email address on the next line.	
Email address	yourname@yourinstitution.edu
<span>Append</span> <span>Insert</span> <span>Remove</span> <span>Save</span> <span>Cancel</span> <span>Logout</span>	

## Sample LC Classification proposal

Note ("Class here," "Including," etc.)	
Work cat.	Portraiture now, 2006.
Cataloger's comments	
Pattern	N7593.3
Better	
If you would like to be notified when your proposal is scheduled for a weekly list and of the subsequent decision by the classification editorial meeting, include your email address on the next line.	
Email address	yourname@yourinstitution.edu
<input type="button" value="Append"/> <input type="button" value="Insert"/> <input type="button" value="Remove"/> <input type="button" value="Save"/> <input type="button" value="Cancel"/> <input type="button" value="Logout"/>	

## Sample LC Classification proposal

### This proposal has been saved

After closing this window, you can view your classification proposal displayed in context on the classification browse screen by clicking on the **Refresh** button at the top of the browse page.

When you press the **OK** button, this window will close.

## Sample LC Classification proposal

**Classification Proposal System**

Refresh Menu Tables Logout Close Help

LC Class #  Go

Visual arts--Special subjects of art--Portraits--Medieval and modern--By country--America--United States--works

N7592.8	America <a href="#">[H R M P Ref]</a>
	United States <a href="#">[H R M P Ref]</a>
N7593	General works <a href="#">[H R M P Ref]</a>
N7593.1	17th-18th centuries <a href="#">[H R M P Ref]</a>
N7593.2	19th century <a href="#">[H R M P Ref]</a>
N7593.3	20th century <a href="#">[H R M P Ref]</a>
N7593.5	New England <a href="#">[H R M P Ref]</a>
N7593.6	South <a href="#">[H R M P Ref]</a>
N7593.65	Central <a href="#">[H R M P Ref]</a>

## Sample LC Classification proposal

**Classification Proposal System**

Refresh Menu Tables Logout Close Help

LC Class #  Go

Visual arts--Special subjects of art--Portraits--Medieval and modern--By country--America--United States--(works

N7592.8	America <a href="#">[H R M P Ref]</a>
	United States <a href="#">[H R M P Ref]</a>
N7593	General works <a href="#">[H R M P Ref]</a>
N7593.1	17th-18th centuries <a href="#">[H R M P Ref]</a>
N7593.2	19th century <a href="#">[H R M P Ref]</a>
N7593.3	20th century <a href="#">[H R M P Ref]</a>
N7593.4	21st century <a href="#">[H R M P Ref]</a>
N7593.5	New England <a href="#">[H R M P Ref]</a>
N7593.6	South <a href="#">[H R M P Ref]</a>
N7593.65	Central <a href="#">[H R M P Ref]</a>
N7593.7	West <a href="#">[H R M P Ref]</a>

## Sample LC Classification proposal

From:	yourname@yourinstitution.edu	CC:	
Tg:	saco@loc.gov	BC:	
Subject:	LC Classification proposal N7593.4 submitted		
Message:	<p>Hello Coop Team!</p> <p>I have just submitted an LC Classification proposal for new class N7593.4.</p> <p>Thanks,</p> <p>Your name</p>		

Send

Cancel

Address

Attach

## Sample LC Classification proposal

### LIBRARY OF CONGRESS CLASSIFICATION TENTATIVE WEEKLY LIST 50 (December 13, 2006)

Library of Congress staff:

Send comments on this list to Millie Wewerka, CPSO - Telephone: 7-2321 Email: [mwew@loc.gov](mailto:mwew@loc.gov)

SACO contributors:

Send questions or comments to your SACO liaison on the Cooperative Cataloging Team.

The full hierarchy is provided for new and revised classification captions to show their context within the classification. Numbers that appear in square brackets are not displayed in Classification Web browse screens or in the printed editions of the classification schedules. They are shown on this list only to indicate the location of the corresponding caption or reference within the classification. "(A)" indicates pre-approved proposals for material in priority 1. "(C)" indicates proposals submitted by libraries in the Subject Authority Cooperative Program (SACO).

	Special subjects of art
	Portraits
	Medieval and modern
	By country
	America
	United States
	General works
	21st century
N7593.4 (C)	

## Sample LC Classification proposal

### LIBRARY OF CONGRESS CLASSIFICATION WEEKLY LIST 50 (December 13, 2006)

The full hierarchy is provided for new and revised classification captions to show their context within the classification. Numbers that appear in square brackets are not displayed in Classification Web browse screens or in the printed editions of the classification schedules. They are shown on this list only to indicate the location of the corresponding caption or reference within the classification.

Special subjects of art  
Portraits  
Medieval and modern  
By country  
America  
United States  
General works  
21st century

N7593.4

## Sample LC Classification proposal

### Classification Proposal System

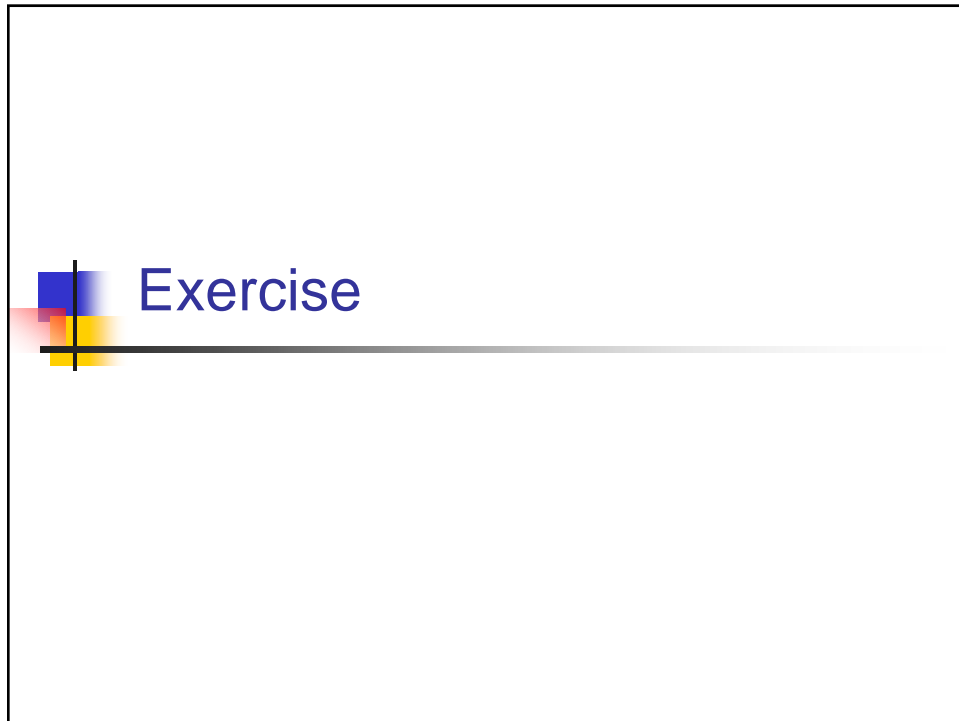
[Refresh](#) [Menu](#) [Tables](#) [Logout](#) [Close](#) [Help](#)

LC Class #

[Go](#) [⏪](#) [⏴](#) [⏵](#) [⏩](#)

Visual arts--Special subjects of art--Portraits--Medieval and modern--By country--America--United States works

N7592.8	America <a href="#">[H R M P Ref]</a>
	United States <a href="#">[H R M P Ref]</a>
N7593	General works <a href="#">[H R M P Ref]</a>
N7593.1	17th-18th centuries <a href="#">[H R M P Ref]</a>
N7593.2	19th century <a href="#">[H R M P Ref]</a>
N7593.3	20th century <a href="#">[H R M P Ref]</a>
N7593.4	21st century <a href="#">[H R M P Ref]</a>
N7593.5	New England <a href="#">[H R M P Ref]</a>
N7593.6	South <a href="#">[H R M P Ref]</a>
N7593.65	Central <a href="#">[H R M P Ref]</a>
N7593.7	West <a href="#">[H R M P Ref]</a>



**SACO: Exercise 1**

With this item described below “in hand,” follow the steps to propose a new topical Cutter to be printed in the LC Classification schedules. This new topical Cutter should be at the appropriate level of specificity for the item in hand.

(In many ways, this exercise is more of a walk-through of the LC Classification proposal workflow, but there are parts of the exercise that require your input.)

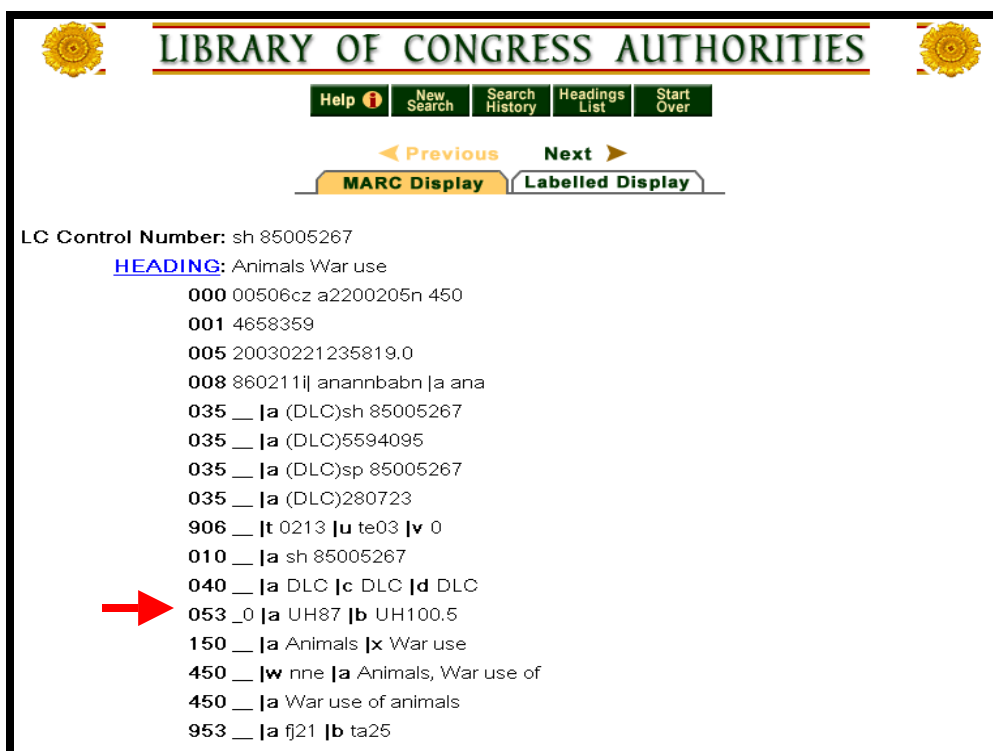
***War Elephants*** / John M. Kistler ; foreword by Richard Lair – Westport, Conn. : Praeger, 2006. xv, 333 p. ; 25 cm.

**Book Description given on Amazon.com**

*Elephants have fought in human armies for more than three thousand years. Asian powers boasted of their pachyderm power, while the Romans fielded elephants alongside their legendary legions but were, perhaps, too proud to admit that mere animals contributed to victory. Elephants have gored, stomped, and sliced their way through infantry and cavalry with great success. They have also been cut, speared, bombed, and napalmed for their efforts. This is the story of their largely forgotten role in the history of warfare. Generals throughout recorded history have used elephants as tanks, bulldozers, and cargo trucks long before such vehicles existed. Until gunpowder began to reduce the utility of elephants in battle during the 17th Century, these beasts built roads, swung swords, or simply terrified opposing forces. Although some believe that elephants were mere gimmicks of warfare, Kistler discredits that notion. His book hopes to give elephants the credit they deserve for the sacrifices they have endured. Elephants have long fought for and served human masters, but it is now the elephants themselves that must be protected.*

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Searching LCSH and comparing similar works on the topic of using animals in the military and in warfare, an appropriate LCSH authority record containing a span of LC Classification numbers in an 053 field is identified:



**LIBRARY OF CONGRESS AUTHORITIES**

Help New Search Search History Headings List Start Over

Previous Next

MARC Display Labelled Display

LC Control Number: sh 85005267

**HEADING:** Animals War use

000 00506cz a2200205n 450

001 4658359

005 20030221235819.0

008 860211i| anannbabn |a ana

035 \_\_ |a (DLC)sh 85005267

035 \_\_ |a (DLC)5594095

035 \_\_ |a (DLC)sp 85005267

035 \_\_ |a (DLC)280723

906 \_\_ |t 0213 |u te03 |v 0

010 \_\_ |a sh 85005267

040 \_\_ |a DLC |c DLC |d DLC

→ 053 \_0 |a UH87 |b UH100.5

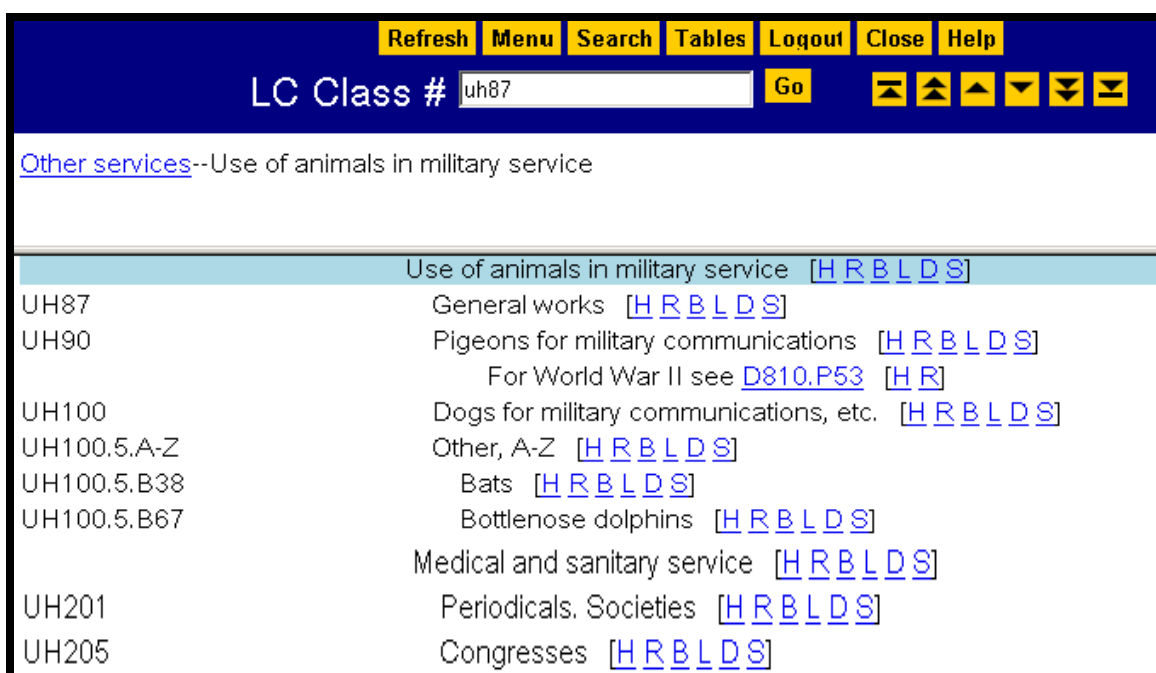
150 \_\_ |a Animals |x War use

450 \_\_ |w nne |a Animals, War use of

450 \_\_ |a War use of animals

953 \_\_ |a fj21 |b ta25

Using Classification Web or the printed LC Classification schedules, a search of the class number UH87 gives the following results:



Refresh Menu Search Tables Logout Close Help

LC Class # uh87 Go

[Other services](#)--Use of animals in military service

	Use of animals in military service [H R B L D S]
UH87	General works [H R B L D S]
UH90	Pigeons for military communications [H R B L D S]
	For World War II see D810.P53 [H R]
UH100	Dogs for military communications, etc. [H R B L D S]
UH100.5.A-Z	Other, A-Z [H R B L D S]
UH100.5.B38	Bats [H R B L D S]
UH100.5.B67	Bottlenose dolphins [H R B L D S]
	Medical and sanitary service [H R B L D S]
UH201	Periodicals. Societies [H R B L D S]
UH205	Congresses [H R B L D S]

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Under the caption Use of animals in military service, topical Cutters for two specific animals have been separately established, Bats and Bottlenose dolphins. Considering the specificity of the item in hand, establish a new topical Cutter at UH100.5 for Elephants.

<a href="#">Refresh</a> <a href="#">Menu</a> <a href="#">Search</a> <a href="#">Tables</a> <a href="#">Logout</a> <a href="#">Close</a> <a href="#">Help</a>	
LC Class #	<input type="text" value="uh87"/> <a href="#">Go</a>
<a href="#">Other services</a> --Use of animals in military service	
Use of animals in military service <a href="#">[H R B L D S]</a>	
UH87	General works <a href="#">[H R B L D S]</a>
UH90	Pigeons for military communications <a href="#">[H R B L D S]</a>
	For World War II see <a href="#">D810.P53</a> <a href="#">[H R]</a>
UH100	Dogs for military communications, etc. <a href="#">[H R B L D S]</a>
UH100.5.A-Z	Other, A-Z <a href="#">[H R B L D S]</a>
UH100.5.B38	Bats <a href="#">[H R B L D S]</a>
UH100.5.B67	Bottlenose dolphins <a href="#">[H R B L D S]</a>
<a href="#">New number here?</a> <a href="#">New caption here?</a>	
Medical and sanitary service <a href="#">[H R B L D S]</a>	
UH201	Periodicals, Societies <a href="#">[H R B L D S]</a>
UH205	Congresses <a href="#">[H R B L D S]</a>

The topical Cutter would need to fit alphabetically in the list of Other, A-Z animals. Using the Cutter table as a guide, determine an appropriate alpha numeric Cutter for Elephants.

Then follow the steps below to propose the Cutter and the caption you have come up with.

Access the Classification Proposal System at the URL

<http://classificationweb.net/Menu/proposal.html>

and log in to the system using your institution's Classification Web username and password.

Search class UH87.

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FOR DOUBLE SIDED COPY*

Classification Proposal System	
<a href="#">Refresh</a>	<a href="#">Menu</a> <a href="#">Tables</a> <a href="#">Logout</a> <a href="#">Close</a> <a href="#">Help</a>
LC Class # <input type="text" value="uh87"/>	<a href="#">Go</a>
Other services--Use of animals in military service	
Use of animals in military service <a href="#">[H R M P Ref]</a>	
UH87	General works <a href="#">[H R M P Ref]</a>
UH90	Pigeons for military communications <a href="#">[H R M P Ref]</a>
	For World War II see <a href="#">D810.P53</a> <a href="#">[H R M P Ref]</a>
UH100	Dogs for military communications, etc. <a href="#">[H R M P Ref]</a>
UH100.5.A-Z	Other, A-Z <a href="#">[H R M P Ref]</a>
UH100.5.B38	Bats <a href="#">[H R M P Ref]</a>
UH100.5.B67	Bottlenose dolphins <a href="#">[H R M P Ref]</a>
	Medical and sanitary service <a href="#">[H R M P Ref]</a>
UH201	Periodicals. Societies <a href="#">[H R M P Ref]</a>
UH205	Congresses <a href="#">[H R M P Ref]</a>

Select another caption in this area at the same level of hierarchy to use as a guide and template for the new proposal. Bottlenose dolphins is at the same level of hierarchy. Click on the P following the caption Bottlenose dolphins to bring up a copy of that record that can be modified for the proposed caption Elephants.

Below is the copy of the record for Bottlenose dolphins, and below that is the same record with all the data removed. This is the template to use for the new proposal.

Fill in that form and observe the red arrows. Those arrows indicate areas that need to be completed.

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Classification Proposal System	
Proposed Schedules Record [UH100.5.B67] <span>Save</span> <span>Cancel</span> <span>Logout</span>	
Create a proposal for a new classification number	
Proposal generated by	<input checked="" type="radio"/> Book <input type="radio"/> No Book <input type="radio"/> CIP <input type="radio"/> Rare Book <input type="radio"/> Coop
Existing class #	UH100.5.B67
Proposed class #	<input type="text" value="UH100.5.B67"/> <input checked="" type="radio"/> Single # <input type="radio"/> Displayed span <input type="radio"/> Suppressed span
Hierarchy	Other services Use of animals in military service Other, A-Z
Caption	<input type="text" value="Bottlenose dolphins"/>
TABLE	<input type="text"/>
Note ("Class here," "Including," etc.)	<input type="text"/>
Work cat.	<input type="text"/>
Cataloger's comments	<input type="text"/>
Pattern	<input type="text"/>
Better	<input type="text"/>
If you would like to be notified when your proposal is scheduled for a weekly list and of the subsequent decision by the classification editorial meeting, include your email address on the next line.	
Email address	<input type="text"/>
<span>Save</span> <span>Cancel</span> <span>Logout</span>	

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Classification Proposal System	
Proposed Schedules Record [UH100.5.B67] <span>Save</span> <span>Cancel</span> <span>Logout</span>	
Create a proposal for a new classification number	
Proposal generated by	<input type="radio"/> Book <input type="radio"/> No Book <input type="radio"/> CIP <input type="radio"/> Rare Book <input checked="" type="radio"/> Coop
Existing class #	UH100.5.B67
Proposed class #	<input type="text"/> <input checked="" type="radio"/> Single # <input type="radio"/> Displayed span <input type="radio"/> Suppressed span
Hierarchy	Other services Use of animals in military service Other, A-Z
Caption	<input type="text"/>
TABLE	<input type="text"/>
Note ("Class here," "Including," etc.)	<input type="text"/>
Work cat.	<input type="text"/>
Cataloger's comments	<input type="text"/>
Pattern	<input type="text"/>
Better	<input type="text"/>
If you would like to be notified when your proposal is scheduled for a weekly list and of the subsequent decision by the classification editorial meeting, include your email address on the next line.	
Email address	<input type="text"/>
<span>Save</span> <span>Cancel</span> <span>Logout</span>	

### This proposal has been saved

After closing this window, you can view your classification proposal displayed in context on the classification browse screen by clicking on the **Refresh** button at the top of the browse page.

When you press the **OK** button, this window will close.

OK 

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FOR DOUBLE SIDED COPY*

Classification Proposal System	
Refresh	Menu Tables Logout Close Help
LC Class #	uh87 Go
Other services--Use of animals in military service	
Use of animals in military service <a href="#">[H R M P Ref]</a>	
UH87	General works <a href="#">[H R M P Ref]</a>
UH90	Pigeons for military communications <a href="#">[H R M P Ref]</a>
	For World War II see <a href="#">D810.P53</a> <a href="#">[H R M P Ref]</a>
UH100	Dogs for military communications, etc. <a href="#">[H R M P Ref]</a>
UH100.5.A-Z	Other, A-Z <a href="#">[H R M P Ref]</a>
UH100.5.B38	Bats <a href="#">[H R M P Ref]</a>
UH100.5.B67	Bottlenose dolphins <a href="#">[H R M P Ref]</a>
	Medical and sanitary service <a href="#">[H R B L D S]</a>
UH201	Periodicals. Societies <a href="#">[H R B L D S]</a>
UH205	Congresses <a href="#">[H R B L D S]</a>

Classification Proposal System	
Refresh	Menu Tables Logout Close Help
LC Class #	uh87 Go
Other services--Use of animals in military service	
Use of animals in military service <a href="#">[H R M P Ref]</a>	
UH87	General works <a href="#">[H R M P Ref]</a>
UH90	Pigeons for military communications <a href="#">[H R M P Ref]</a>
	For World War II see <a href="#">D810.P53</a> <a href="#">[H R M P Ref]</a>
UH100	Dogs for military communications, etc. <a href="#">[H R M P Ref]</a>
UH100.5.A-Z	Other, A-Z <a href="#">[H R M P Ref]</a>
UH100.5.B38	Bats <a href="#">[H R M P Ref]</a>
UH100.5.B67	Bottlenose dolphins <a href="#">[H R M P Ref]</a>
UH100.5.E44	Elephants <a href="#">[H R M P Ref]</a>
	Medical and sanitary service <a href="#">[H R M P Ref]</a>
UH201	Periodicals. Societies <a href="#">[H R M P Ref]</a>
UH205	Congresses <a href="#">[H R M P Ref]</a>

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At this point, your proposed number and caption have been added to Classification Web. But remember the proposal is still in an unapproved state. What are the next steps in the process?

- 1) You notify the Coop Team that you have submitted an LC Classification proposal;
- 2) If the Coop Team reviewer needs to consult with you, that person will email you before the proposal appears on a Classification Tentative Weekly List;
- 3) The proposal will be posted to a Classification Tentative Weekly List;
- 4) The proposal will be discussed at the weekly Subject Editorial Meeting in the Cataloging Policy and Support Office at the Library of Congress
- 5) After the meeting, you will receive another email notification that the proposal was either approved, modified, or not approved;
- 6) If approved (or approved with modification), the proposal will be posted to an Approved Library of Congress Classification Weekly List;
- 7) All proposals appearing on an Approved Library of Congress Classification Weekly List will be added to the master copy of Classification Web

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## Appendix A: Excerpt from QH540 Ecology

Ecology	<a href="#">[H R B L D S]</a>
	Class here works on general ecology and general animal ecology. For works on ecology of individual animals and groups of animals, see the animal
	For human ecology see <a href="#">GF1-900</a> <a href="#">[H R]</a>
	For ecology of a particular topographic area see <a href="#">QH101-199.52</a> <a href="#">[H R]</a>
	For plant ecology see <a href="#">QK900-989</a> <a href="#">[H R]</a>
	Cf. <a href="#">BL65.E36</a> Ecology and religion <a href="#">[H R]</a>
	Cf. <a href="#">HX550.E25</a> Communism and ecology <a href="#">[H R]</a>
	Cf. <a href="#">QH546</a> Ecological genetics <a href="#">[H R]</a>
QH540	Periodicals, societies, congresses, serial publications <a href="#">[H R B L D S]</a>
QH540.3	Collected works (nonserial) <a href="#">[H R B L D S]</a>
QH540.4	Dictionaries and encyclopedias <a href="#">[H R B L D S]</a>
QH540.5	Philosophy <a href="#">[H R B L D S]</a>
QH540.6	Nomenclature, terminology, notation, abbreviations <a href="#">[H R B L D S]</a>
QH540.7	Classification <a href="#">[H R B L D S]</a>
	History <a href="#">[H R B L D S]</a>
QH540.8	General works <a href="#">[H R B L D S]</a>
QH540.83.A-Z	By region or country, A-Z <a href="#">[H R B L D S]</a>
	Biography see <a href="#">QH26-31</a> <a href="#">[H R]</a>
QH541	General works, treatises, and textbooks <a href="#">[H R B L D S]</a>
QH541.13	Popular works <a href="#">[H R B L D S]</a>
QH541.14	Juvenile works <a href="#">[H R B L D S]</a>
QH541.142	Handbooks, tables, formulas, etc. <a href="#">[H R B L D S]</a>
QH541.145	Addresses, essays, lectures <a href="#">[H R B L D S]</a>
QH541.15.A-Z	Special aspects of the subject as a whole, A-Z <a href="#">[H R B L D S]</a>
QH541.15.A9	Autoradiographic techniques <a href="#">[H R B L D S]</a>
	Biodiversity see <a href="#">QH541.15.B56</a> <a href="#">[H R]</a>
QH541.15.B54	Biological assay <a href="#">[H R B L D S]</a>
QH541.15.B56	Biological diversity, Biodiversity <a href="#">[H R B L D S]</a>
	For local, see <a href="#">QH84.1-198</a>
	For physiographic divisions see <a href="#">QH84.8-100</a> <a href="#">[H R]</a>
	Cf. <a href="#">QH75-77</a> Biodiversity conservation <a href="#">[H R]</a>
	Cf. <a href="#">QH541.15.S64</a> Species diversity <a href="#">[H R]</a>
	Cf. <a href="#">QK46.5.D58</a> Plant diversity <a href="#">[H R]</a>
QH541.15.B84	Buffer zones <a href="#">[H R B L D S]</a>
QH541.15.C44	Chemical ecology <a href="#">[H R B L D S]</a>
QH541.15.C55	Closed ecological systems <a href="#">[H R B L D S]</a>
QH541.15.C67	Corridors <a href="#">[H R B L D S]</a>
QH541.15.D6	Documentation <a href="#">[H R B L D S]</a>
QH541.15.E19	Ecohydrology <a href="#">[H R B L D S]</a>
QH541.15.E22	Ecological assessment (Biology) <a href="#">[H R B L D S]</a>
QH541.15.E24	Ecological heterogeneity <a href="#">[H R B L D S]</a>
QH541.15.E245	Ecological integrity <a href="#">[H R B L D S]</a>
QH541.15.E25	Economic ecology <a href="#">[H R B L D S]</a>
QH541.15.E26	Ecophysiology <a href="#">[H R B L D S]</a>
	Cf. <a href="#">QP82-82.2</a> Animal ecophysiology <a href="#">[H R]</a>
QH541.15.E265	Ecosystem health <a href="#">[H R B L D S]</a>

QH541.15.E27	Ecotones <a href="#">[H R B L D S]</a> Including land-water ecotones
QH541.15.E45	Electronic data processing <a href="#">[H R B L D S]</a>
QH541.15.F66	Food chains. Food webs <a href="#">[H R B L D S]</a>
QH541.15.F73	Fragmented landscapes <a href="#">[H R B L D S]</a>
QH541.15.G46	Geographic information systems <a href="#">[H R B L D S]</a>
QH541.15.H34	Habitat suitability index models <a href="#">[H R B L D S]</a>
	Health, Ecosystem see <a href="#">QH541.15.E265</a> <a href="#">[H R]</a>
	Heterogeneity, Ecological see <a href="#">QH541.15.E24</a> <a href="#">[H R]</a>
QH541.15.I5	Indicators (Biology) <a href="#">[H R B L D S]</a>
	Integrity, Ecological see <a href="#">QH541.15.E245</a> <a href="#">[H R]</a>
QH541.15.K48	Keystone species <a href="#">[H R B L D S]</a>
QH541.15.L35	Landscape ecology <a href="#">[H R B L D S]</a>
QH541.15.M23	Macroecology <a href="#">[H R B L D S]</a>
QH541.15.M26	Mapping <a href="#">[H R B L D S]</a>
QH541.15.M3	Mathematical models <a href="#">[H R B L D S]</a> Cf. <a href="#">QH541.15.H34</a> Habitat suitability index models <a href="#">[H R]</a>
QH541.15.M34	Mathematics <a href="#">[H R B L D S]</a>
QH541.15.M63	Molecular ecology <a href="#">[H R B L D S]</a>
QH541.15.M64	Monitoring <a href="#">[H R B L D S]</a>
QH541.15.N84	Null models <a href="#">[H R B L D S]</a>
QH541.15.R34	Radioactive tracers <a href="#">[H R B L D S]</a>
QH541.15.R4	Remote sensing <a href="#">[H R B L D S]</a>
QH541.15.R45	Restoration ecology <a href="#">[H R B L D S]</a> For local see <a href="#">QH101-199.52</a> <a href="#">[H R]</a> For specific types of environments see <a href="#">QH541.5.A-Z</a> <a href="#">[H R]</a>
QH541.15.R57	Risk assessment <a href="#">[H R B L D S]</a>
QH541.15.S5	Simulation methods <a href="#">[H R B L D S]</a>
QH541.15.S62	Spatial ecology <a href="#">[H R B L D S]</a>
QH541.15.S64	Species diversity <a href="#">[H R B L D S]</a>
QH541.15.S68	Stable isotopes <a href="#">[H R B L D S]</a>
QH541.15.S72	Statistical methods <a href="#">[H R B L D S]</a>
QH541.15.S95	Surveys <a href="#">[H R B L D S]</a> Including general habitat surveys
QH541.15.T68	Toxicity testing <a href="#">[H R B L D S]</a>
	Communication in ecology <a href="#">[H R B L D S]</a>
QH541.18	General works <a href="#">[H R B L D S]</a>
QH541.183	Information services <a href="#">[H R B L D S]</a>
QH541.185	Computer network resources <a href="#">[H R B L D S]</a> Including the Internet
	Study and teaching. Research <a href="#">[H R B L D S]</a>
QH541.2	General works <a href="#">[H R B L D S]</a>
QH541.215	Outlines, syllabi <a href="#">[H R B L D S]</a>
	Special teaching methods and aids <a href="#">[H R B L D S]</a>
QH541.22	General works <a href="#">[H R B L D S]</a>
QH541.23	Audiovisual aids <a href="#">[H R B L D S]</a>
QH541.235.A-Z	Other methods, A-Z <a href="#">[H R B L D S]</a>
QH541.235.G34	Games <a href="#">[H R B L D S]</a>
QH541.24	Experiments <a href="#">[H R B L D S]</a>
QH541.25	Laboratory manuals <a href="#">[H R B L D S]</a> By region or country <a href="#">[H R B L D S]</a> United States <a href="#">[H R B L D S]</a> General works <a href="#">[H R B L D S]</a> By region or state, A-Z <a href="#">[H R B L D S]</a> Other regions or countries, A-Z <a href="#">[H R B L D S]</a>
QH541.26	General works <a href="#">[H R B L D S]</a>
QH541.262.A-Z	By region or state, A-Z <a href="#">[H R B L D S]</a>
QH541.264.A-Z	Other regions or countries, A-Z <a href="#">[H R B L D S]</a>

## Appendix B1: Cutter Table (G 63)

Cutter Table

**After initial vowels**

for the second letter:

use number:

<b>b</b>	<b>d</b>	<b>l-m</b>	<b>n</b>	<b>p</b>	<b>r</b>	<b>s-t</b>	<b>u-y</b>
<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>

**After initial letter S**

for the second letter:

use number:

<b>a</b>	<b>ch</b>	<b>e</b>	<b>h-i</b>	<b>m-p</b>	<b>t</b>	<b>u</b>	<b>w-z</b>
<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>

**After initial letters Qu**

for the third letter:

use number:

<b>a</b>	<b>e</b>	<b>i</b>	<b>o</b>	<b>r</b>	<b>t</b>	<b>y</b>
<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>

**For initial letters Qa-Qt**

use numbers:

**2-29**

**After other initial consonants**

for the second letter:

use number:

<b>a</b>	<b>e</b>	<b>i</b>	<b>o</b>	<b>r</b>	<b>u</b>	<b>y</b>
<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>

**For expansion**

for the letter:

use number:

<b>a-d</b>	<b>e-h</b>	<b>i-l</b>	<b>m-o</b>	<b>p-s</b>	<b>t-v</b>	<b>w-z</b>
<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>

In the examples below Cutters without popup links conform to the table above. Cutters for Ilardo, Import, Ito, Ivy, Shillingburg, Singer, and Symposium have been developed when a range of letters in the table has been provided e.g., **l-m**. Cutters for Scanlon, Qadduri, Qiao, Qvortrup, Chertok, and Clark have been developed when the second letter is not explicitly stated in the table, e.g., **h** after an initial consonant. In most cases, Cutters must be adjusted to file an entry correctly and to allow room for later entries.

Vowels		S		Q		Consonants	
IBM	.I26	Sadron	.S23	<a href="#">Qadduri</a>	.Q23	Campbell	.C36
Idaho	.I33	<a href="#">Scanlon</a>	.S29	<a href="#">Qiao</a>	.Q27	Ceccaldi	.C43
<a href="#">Ilardo</a>	.I4	Schreiber	.S37	Quade	.Q33	<a href="#">Chertok</a>	.C48
<a href="#">Import</a>	.I48	<a href="#">Shillingburg</a>	.S53	Queiroz	.Q45	<a href="#">Clark</a>	.C58
Inman	.I56	Singer	.S57	Quinn	.Q56	Cobbleston	.C63
Ipswich	.I67	Stinson	.S75	Quorum	.Q67	Cryer	.C79
<a href="#">Ito</a>	.I87	Suryani	.S87	Qutub	.Q88	Cuellar	.C84
<a href="#">Ivy</a>	.I94	<a href="#">Symposium</a>	.S96	<a href="#">Qvortrup</a>	.Q97	Cymbal	.C96

*Note: Do not end a Cutter with the numeral 1 or 0.*

## Appendix B2: Dates Table (G 140)

1976?	<i>use</i> 1976
ca. 1976	<i>use</i> 1976
1981, c1980	<i>use</i> 1981
1971, c1972	<i>use</i> 1972
1979 [i.e. 1978]	<i>use</i> 1978
1962 or 1963	<i>use</i> 1962
1969 (1973 printing)	<i>use</i> 1969
1980 printing, c1957	<i>use</i> 1957
1979 [distributed] 1980	<i>use</i> 1979
1979-1981	<i>use</i> 1979
between 1977 and 1980	<i>use</i> 1977
1978/79 [i.e. 1978 or 1979]	<i>use</i> 1978
1977 (cover 1978)	<i>use</i> 1978
197-	<i>use</i> 1970z [if corporate body, use 1970]
197-?	<i>use</i> 1970z [if corporate body, use 1970]
19--	<i>use</i> 1900z [if corporate body, use 1900]
19--?	<i>use</i> 1900z [if corporate body, use 1900]
1998 for 1997	1998

**Appendix B3:  
Translation Table (G 150)**

TRANSLATION TABLE	
.x	Original work
.x12	Polyglot (3 or more languages)
.x13	English translation
.x14	French translation
.x15	German translation
.x16	Italian translation
.x17	Russian translation
.x18	Spanish translation

### Appendix B4: Biography Table (G 320, F 275)

<i>BIOGRAPHY TABLE</i>	
.x	Cutter for the biographee
.xA2	Collected works. By date
.xA25	Selected works. Selections. By date Including quotations
.xA3	Autobiography, diaries, etc. By date
.xA4	Letters. By date
.xA5	Speeches, essays, and lectures. By date Including interviews
.xA6-Z	Individual biography and criticism. By main entry Including criticism of selected works, autobiography, quotations, letters, speeches, etc.
In .xA6-Z, do not Cutter lower than A6. The suggested Cutter numbers for entries beginning with A are:	
Aa-Af	A6-699
Ag-Al	A7-799
Am-Ar	A8-899
As-Az	A9-999

The Translation Table can be applied to the .xA6-Z area of the Biography Table. Do not use the Translation Table with the .xA2-.xA5 area of the Biography Table.

## Appendix C1: Table P-PZ40

Table for authors (1 Cutter no.) <a href="#">[H R]</a>	
	Collected works <a href="#">[H R]</a>
	Including collected works in specific genres
P-PZ40 .x date	By date <a href="#">[H R]</a>
(P-PZ40 .xA11-.xA13)	By editor <a href="#">[H R]</a>
	Subarrangement by editor has been discontinued by the Library of Congress. Beginning in 2005, all collected works are subarranged by date
(P-PZ40 .xA14-.xA19)	Collected prose, poetry, plays, etc. <a href="#">[H R]</a>
	For collected genres see .x date
	Translations (Collected or selected) <a href="#">[H R]</a>
P-PZ40 .xA199	Modern versions of early authors in the same language. By date <a href="#">[H R]</a>
P-PZ40 .xA1995	Polyglot. By date <a href="#">[H R]</a>
P-PZ40 .xA2	English. By date <a href="#">[H R]</a>
P-PZ40 .xA3	French. By date <a href="#">[H R]</a>
P-PZ40 .xA4	German. By date <a href="#">[H R]</a>
P-PZ40 .xA5-.xA59	Other. By language (alphabetically) and date <a href="#">[H R]</a>
P-PZ40 .xA6	Selected works. Selections. By date <a href="#">[H R]</a>
P-PZ40 .xA61-.xZ458	Separate works. By title <a href="#">[H R]</a>
	Biography and criticism <a href="#">[H R]</a>
P-PZ40 .xZ4581-.xZ4589	Periodicals. Societies. Serials <a href="#">[H R]</a>
P-PZ40 .xZ459	Dictionaries, indexes, etc. By date <a href="#">[H R]</a>
P-PZ40 .xZ46	Autobiography, journals, memoirs. By date <a href="#">[H R]</a>
P-PZ40 .xZ48	Letters (Collections). By date <a href="#">[H R]</a>
	Including collections of letters to and from particular individuals
P-PZ40 .xZ5-.xZ999	General works <a href="#">[H R]</a>

### Note on P-PZ40 .xZ5-.xZ999:

As a guide for assigning book numbers in the range .xZ5-.xZ999 of Table P-PZ40, Library of Congress shelflisters use a table that divides the alphabet into five units, based on the number range 5-999+:

.xZ5-.xZ599	A-F
.xZ6-.xZ699	G-L
.xZ7-.xZ799	M-R
.xZ8-.xZ899	S-U
.xZ9-.xZ999	V-Z

However, this is only a guide, and any existing alphabetical arrangement in the shelflist takes precedence over this table.

### P-PZ40 examples from Yale University Library:

<http://www.library.yale.edu/cataloging/Orbis2Manual/PPZ40example.htm>

## Appendix C2: Tables N6 and N7

Table N6

Table of Cutters for artists (first Cutter) <a href="#">[H R]</a>	
N6 .xA2	Autobiography. By date <a href="#">[H R]</a>
N6 .xA3	Letters. By date <a href="#">[H R]</a>
N6 .xA35	Speeches, essays, interviews, etc. of the artist. By date <a href="#">[H R]</a>
N6 .xA4	Reproductions (Collections). By date <a href="#">[H R]</a> Including exhibition catalogs
N6 .xA6-.xA79	Individual works of art. Alphabetically by title of work of art and date <a href="#">[H R]</a>
N6 .xA8-.xZ	Biography and criticism <a href="#">[H R]</a>

Table N7

Table of Cutters for artists (second Cutter) <a href="#">[H R]</a>	
N7 .x date	Autobiography, letters, speeches, essays, interviews, etc. By date <a href="#">[H R]</a>
N7 .x2	Reproductions. By date <a href="#">[H R]</a> Including collections, individual works of art, exhibition catalogs
N7 .x3-.x39	Biography and criticism. Alphabetically by author <a href="#">[H R]</a>

### Appendix D: Additional Exercises

These two exercises are provided to give you more practice using the literary author tables. The tables needed to complete the exercises and the answer sheets are in this appendix.

#### Exercise 1. P-PZ39. Emily Dickinson

Emily Dickinson's author number is PS1541, subarranged by table P-PZ39. Use the table to complete the call numbers. Use the LC Cutter table where applicable; assume no conflict. Titles in the Title column in brackets are uniform titles.

Call Number	Main Entry	Title	Imprint
PS1541	Dickinson, Emily, 1830-1886.	[Poems] The poems of Emily Dickinson / edited by R.W. Franklin.	Cambridge, Mass. : Belknap Press, 1999.
PS1541	Dickinson, Emily, 1830-1886.	[Selections. Spanish. 2002] Los sótanos del alma : Emily Dickinson	Mérida, Venezuela : Ediciones El Otro, El Mismo : 2002.
PS1541	Dickinson, Emily, 1830-1886.	[Poems. Selections] The selected poems of Emily Dickinson.	New York : Modern Library, 2000.
PS1541		The Emily Dickinson journal. SUBJECT: Dickinson, Emily, 1830-1886-- Periodicals.	Niwot, Colo. : University Press of Colorado, c1992-
PS1541	MacKenzie, Cynthia J., 1948-	Concordance to the letters of Emily Dickinson.	Boulder : University Press of Colorado, c2000.
PS1541	Dickinson, Emily, 1830-1886.	[Correspondence. Selections] Letters of Emily Dickinson.	Mineola, N.Y. : Dover Publications, 2003.
PS1541	Allen, Rupert C.	Solitary prowess : the transcendentalist poetry of Emily Dickinson.	San Francisco : Saru Press, 2005.

**Exercise 2. P-PZ33 (9 numbers), P-PZ43 (Jane Austen)**

Jane Austen has the number range PR4030-4038, subarranged by table P-PZ33. Use the table to complete the call numbers. Numbers in **bold/underlined** are already in the shelflist. Otherwise, assume no conflict. Use the LC Cutter table where applicable. In the **Title** column, titles in brackets are uniform titles.

Call Number	Main Entry	Title	Imprint
	Austen, Jane, 1775-1817.	[Novels] The complete novels / Jane Austen ; introduction by Karen Joy Fowler.	New York : Penguin Books, 2006.
	Austen, Jane, 1775-1817.	Bite-size Jane Austen : sense and sensibility from one of England's greatest writers / compiled by Karin Baji and John P. Holms.	New York : Thomas Dunne Books, 1999.
	Austen, Jane, 1775-1817.	[Novels. French] Oeuvres romanesques complètes. <i>[Translator not given]</i>	[Paris] : Gallimard, c2000-
<b><u>PR4034 .E5 2003</u></b>	Austen, Jane, 1775-1817.	Emma / Jane Austen ; edited with an introduction and notes by Fiona Stafford.	London ; New York : Penguin Books, c2003.
	Austen, Jane, 1775-1817.	[Emma. Italian] Emma / Jane Austen ; a cura di Mario Casalino.	[Milano] : Ultra, [1945]
		Jane Austen's Emma : a casebook / edited by Fiona Stafford.	New York : Oxford University Press, 2006.
		Persuasions (Victoria, B.C.) Persuasions. SUBJECT: Austen, Jane, 1775-1817--Periodicals.	[Victoria, B.C.] : Jane Austen Society of North America, [1980-?]
	Poplawski, Paul.	A Jane Austen encyclopedia.	Westport, Conn. : Greenwood Press, c1998.
	Tuite, Clara, 1964-	Romantic Austen : sexual politics and the literary canon. SUBJECT: Austen, Jane, 1775-1817--Criticism and interpretation--History.	Cambridge, UK : Cambridge University Press, 2002.

## Excerpt from Table P-PZ32

P-PZ32 17.A-Z	Other, A-Z <a href="#">[H R]</a>
P-PZ32 17.A33	Adolescence <a href="#">[H R]</a>
P-PZ32 17.A35	Aesthetics <a href="#">[H R]</a>
P-PZ32 17.A36	Aggressiveness <a href="#">[H R]</a>
P-PZ32 17.A6	Allegory <a href="#">[H R]</a>
P-PZ32 17.A62	Allusions <a href="#">[H R]</a>
P-PZ32 17.A63	Ambiguity <a href="#">[H R]</a>
P-PZ32 17.A64	Apocalyptic literature <a href="#">[H R]</a>
P-PZ32 17.A72	Architecture <a href="#">[H R]</a>
P-PZ32 17.A75	Art <a href="#">[H R]</a>
P-PZ32 17.A78	Astrology <a href="#">[H R]</a>
P-PZ32 17.A79	Astronomy <a href="#">[H R]</a>
P-PZ32 17.A89	Authority <a href="#">[H R]</a>
P-PZ32 17.A9	Authorship <a href="#">[H R]</a>
P-PZ32 17.B52	Bible <a href="#">[H R]</a>
P-PZ32 17.B54	Biography (as a literary form) <a href="#">[H R]</a>
P-PZ32 17.B55	Biology <a href="#">[H R]</a>
P-PZ32 17.B57	Body, Human <a href="#">[H R]</a>
P-PZ32 17.B58	Book arts and sciences <a href="#">[H R]</a>
P-PZ32 17.B6	Books and reading <a href="#">[H R]</a>
P-PZ32 17.B8	Burlesque (Literature) <a href="#">[H R]</a>
P-PZ32 17.C47	Characters and characteristics <a href="#">[H R]</a>
P-PZ32 17.C49	Children <a href="#">[H R]</a>
P-PZ32 17.C5	China <a href="#">[H R]</a>
P-PZ32 17.C52	Cities and towns. City and town life <a href="#">[H R]</a>
P-PZ32 17.C53	Clergy <a href="#">[H R]</a>
P-PZ32 17.C56	Comic, The <a href="#">[H R]</a>
P-PZ32 17.C57	Commerce <a href="#">[H R]</a>
P-PZ32 17.C575	Conversation <a href="#">[H R]</a>
P-PZ32 17.C58	Costume <a href="#">[H R]</a>
P-PZ32 17.C6	Courtesy <a href="#">[H R]</a>
P-PZ32 17.C7	Creation <a href="#">[H R]</a>
P-PZ32 17.C74	Cricket <a href="#">[H R]</a>
P-PZ32 17.C76	Crime <a href="#">[H R]</a>
P-PZ32 17.C8	Cuchulain <a href="#">[H R]</a>
P-PZ32 17.C84	Culture shock <a href="#">[H R]</a>
P-PZ32 17.D35	Dance <a href="#">[H R]</a>
P-PZ32 17.D4	Death <a href="#">[H R]</a>

**Excerpt from Table P-PZ32 (2)**

P-PZ32 17.D43	Decadence <a href="#">[H R]</a>
P-PZ32 17.D53	Didactic literature <a href="#">[H R]</a>
P-PZ32 17.D58	Discretion <a href="#">[H R]</a>
P-PZ32 17.D68	Dramatic production <a href="#">[H R]</a>
P-PZ32 17.D7	Dramatic works <a href="#">[H R]</a>
P-PZ32 17.D73	Dreams <a href="#">[H R]</a>
P-PZ32 17.D83	Dualism <a href="#">[H R]</a>
P-PZ32 17.E25	Economics <a href="#">[H R]</a>
P-PZ32 17.E3	Education <a href="#">[H R]</a>
P-PZ32 17.E46	England <a href="#">[H R]</a>
P-PZ32 17.E8	Ethics <a href="#">[H R]</a>
P-PZ32 17.E87	Europe <a href="#">[H R]</a>
P-PZ32 17.E9	Evil <a href="#">[H R]</a>
P-PZ32 17.F33	Fairies <a href="#">[H R]</a>
P-PZ32 17.F35	Family <a href="#">[H R]</a>
P-PZ32 17.F37	Fantasy <a href="#">[H R]</a>
P-PZ32 17.F44	Feminism <a href="#">[H R]</a>
P-PZ32 17.F5	Fictional works <a href="#">[H R]</a>
P-PZ32 17.F55	Film adaptations <a href="#">[H R]</a>
P-PZ32 17.F64	Folklore <a href="#">[H R]</a>
P-PZ32 17.F66	Food habits <a href="#">[H R]</a>
P-PZ32 17.F7	French literature, France <a href="#">[H R]</a>
P-PZ32 17.F74	Friendship <a href="#">[H R]</a>
P-PZ32 17.F87	Future <a href="#">[H R]</a>
P-PZ32 17.G42	Genealogy <a href="#">[H R]</a>
P-PZ32 17.G44	Geography <a href="#">[H R]</a>
P-PZ32 17.G45	Geology <a href="#">[H R]</a>
P-PZ32 17.G47	Germany <a href="#">[H R]</a>
P-PZ32 17.G73	Greece <a href="#">[H R]</a>
P-PZ32 17.H34	Hate <a href="#">[H R]</a>
P-PZ32 17.H4	Heroes, Heroines <a href="#">[H R]</a>
P-PZ32 17.H5	History <a href="#">[H R]</a>
P-PZ32 17.H63	Homosexuality <a href="#">[H R]</a>
P-PZ32 17.H64	Hope <a href="#">[H R]</a>
	Human body see <a href="#">P-PZ32 17.B57</a> <a href="#">[H R]</a>
	Humor see <a href="#">P-PZ32 17.S2</a> <a href="#">[H R]</a>
P-PZ32 17.I33	Idealism <a href="#">[H R]</a>
P-PZ32 17.I35	Identity (Psychology) <a href="#">[H R]</a>

**Excerpt from Table P-PZ32 (3)**

P-PZ32 17.I4	Imagination <a href="#">[H R]</a>
P-PZ32 17.I44	Immortality <a href="#">[H R]</a>
P-PZ32 17.I45	Imperialism <a href="#">[H R]</a>
P-PZ32 17.I46	Impressionism <a href="#">[H R]</a>
P-PZ32 17.I48	India <a href="#">[H R]</a>
P-PZ32 17.I5	Individualism <a href="#">[H R]</a>
P-PZ32 17.I52	Influence <a href="#">[H R]</a>
P-PZ32 17.I67	Ireland <a href="#">[H R]</a>
P-PZ32 17.I7	Irony <a href="#">[H R]</a>
P-PZ32 17.I8	Italy <a href="#">[H R]</a>
P-PZ32 17.J48	Jews <a href="#">[H R]</a>
P-PZ32 17.K56	Kinship <a href="#">[H R]</a>
P-PZ32 17.L3	Landscape <a href="#">[H R]</a>
	Language see <a href="#">P-PZ32 18</a> <a href="#">[H R]</a>
P-PZ32 17.L35	Laudatory poetry <a href="#">[H R]</a>
P-PZ32 17.L36	Law <a href="#">[H R]</a>
P-PZ32 17.L44	Leisure <a href="#">[H R]</a>
P-PZ32 17.L48	Letters (in literature) <a href="#">[H R]</a>
P-PZ32 17.L49	Libertinism <a href="#">[H R]</a>
P-PZ32 17.L5	Literature <a href="#">[H R]</a>
P-PZ32 17.L65	Love <a href="#">[H R]</a>
P-PZ32 17.L88	Luxury <a href="#">[H R]</a>
P-PZ32 17.M3	Marriage <a href="#">[H R]</a>
P-PZ32 17.M34	Marvelous, The <a href="#">[H R]</a>
P-PZ32 17.M36	Masculinity (Psychology) <a href="#">[H R]</a>
P-PZ32 17.M37	Material culture <a href="#">[H R]</a>
P-PZ32 17.M4	Medicine <a href="#">[H R]</a>
P-PZ32 17.M42	Medievalism, Middle Ages <a href="#">[H R]</a>
P-PZ32 17.M43	Melancholy <a href="#">[H R]</a>
P-PZ32 17.M44	Men <a href="#">[H R]</a>
P-PZ32 17.M45	Mental illness <a href="#">[H R]</a>
P-PZ32 17.M47	Metamorphosis <a href="#">[H R]</a>
	Middle Ages see <a href="#">P-PZ32 17.M42</a> <a href="#">[H R]</a>
P-PZ32 17.M55	Mimesis <a href="#">[H R]</a>
P-PZ32 17.M57	Modernism <a href="#">[H R]</a>
P-PZ32 17.M6	Money <a href="#">[H R]</a>
P-PZ32 17.M64	Mothers <a href="#">[H R]</a>
P-PZ32 17.M74	Music <a href="#">[H R]</a>
P-PZ32 17.M8	Mysticism <a href="#">[H R]</a>

**Excerpt from Table P-PZ32 (4)**

P-PZ32 17.M82	Myth <a href="#">[H R]</a>
P-PZ32 17.M83	Mythology <a href="#">[H R]</a>
P-PZ32 17.N28	Nationalism <a href="#">[H R]</a>
P-PZ32 17.N3	Nature <a href="#">[H R]</a>
P-PZ32 17.N34	Naval art and science <a href="#">[H R]</a>
P-PZ32 17.O25	Occultism <a href="#">[H R]</a>
P-PZ32 17.O74	Orient <a href="#">[H R]</a>
P-PZ32 17.P3	Parody <a href="#">[H R]</a>
P-PZ32 17.P34	Pastoral literature <a href="#">[H R]</a>
P-PZ32 17.P4	Performing arts <a href="#">[H R]</a>
P-PZ32 17.P44	Pessimism <a href="#">[H R]</a>
P-PZ32 17.P5	Philosophy <a href="#">[H R]</a>
P-PZ32 17.P54	Plots <a href="#">[H R]</a>
P-PZ32 17.P58	Poetic works <a href="#">[H R]</a>
P-PZ32 17.P6	Political and social views <a href="#">[H R]</a>
P-PZ32 17.P63	Power (Social sciences) <a href="#">[H R]</a>
P-PZ32 17.P67	Prose <a href="#">[H R]</a>
P-PZ32 17.P68	Proverbs <a href="#">[H R]</a>
P-PZ32 17.P7	Prudence <a href="#">[H R]</a>
P-PZ32 17.P8	Psychology <a href="#">[H R]</a>
P-PZ32 17.P87	Puritanism <a href="#">[H R]</a>
P-PZ32 17.Q5	Quests <a href="#">[H R]</a>
P-PZ32 17.Q53	Quietude <a href="#">[H R]</a>
P-PZ32 17.R3	Race problems <a href="#">[H R]</a>
	Reading see <a href="#">P-PZ32 17.B6</a> <a href="#">[H R]</a>
P-PZ32 17.R37	Realism <a href="#">[H R]</a>
P-PZ32 17.R4	Religion <a href="#">[H R]</a>
P-PZ32 17.R47	Revenge <a href="#">[H R]</a>
P-PZ32 17.R5	Rivers <a href="#">[H R]</a>
P-PZ32 17.R6	Rogues and vagabonds <a href="#">[H R]</a>
P-PZ32 17.R64	Romanticism <a href="#">[H R]</a>
P-PZ32 17.R65	Rome <a href="#">[H R]</a>
P-PZ32 17.S2	Satire. Humor <a href="#">[H R]</a>
P-PZ32 17.S3	Scatology <a href="#">[H R]</a>
P-PZ32 17.S35	Science <a href="#">[H R]</a>
P-PZ32 17.S42	Secrecy <a href="#">[H R]</a>
P-PZ32 17.S43	Seduction <a href="#">[H R]</a>

**Excerpt from Table P-PZ32 (5)**

P-PZ32 17.S44	Self <a href="#">[H R]</a>
P-PZ32 17.S46	Settings <a href="#">[H R]</a>
P-PZ32 17.S48	Sex <a href="#">[H R]</a>
P-PZ32 17.S54	Silence <a href="#">[H R]</a>
	Social views see <a href="#">P-PZ32 17.P6</a> <a href="#">[H R]</a>
P-PZ32 17.S6	Socialism <a href="#">[H R]</a>
P-PZ32 17.S7	Soldiers <a href="#">[H R]</a>
P-PZ32 17.S73	Speech <a href="#">[H R]</a>
P-PZ32 17.S75	Stage history <a href="#">[H R]</a>
P-PZ32 17.S78	Study and teaching <a href="#">[H R]</a>
	Style see <a href="#">P-PZ32 18</a> <a href="#">[H R]</a>
P-PZ32 17.S92	Sublime, The <a href="#">[H R]</a>
P-PZ32 17.S93	Suicide <a href="#">[H R]</a>
P-PZ32 17.S94	Supernatural <a href="#">[H R]</a>
P-PZ32 17.S95	Symbolism <a href="#">[H R]</a>
P-PZ32 17.S97	Sympathy <a href="#">[H R]</a>
P-PZ32 17.T37	Teasing <a href="#">[H R]</a>
P-PZ32 17.T4	Technique <a href="#">[H R]</a>
P-PZ32 17.T53	Thought and thinking <a href="#">[H R]</a>
P-PZ32 17.T54	Time <a href="#">[H R]</a>
P-PZ32 17.T7	Tragic, The <a href="#">[H R]</a>
P-PZ32 17.T72	Tragicomedy <a href="#">[H R]</a>
P-PZ32 17.T73	Translations <a href="#">[H R]</a>
P-PZ32 17.T74	Travel <a href="#">[H R]</a>
P-PZ32 17.U76	Utopias <a href="#">[H R]</a>
P-PZ32 17.V4	Versification <a href="#">[H R]</a>
P-PZ32 17.V56	Visions <a href="#">[H R]</a>
P-PZ32 17.W37	War <a href="#">[H R]</a>
P-PZ32 17.W43	Weather <a href="#">[H R]</a>
P-PZ32 17.W6	Women <a href="#">[H R]</a>

**Table P-PZ33**

Table for authors (9 nos.) <a href="#">[H R]</a>	
	Collected works <a href="#">[H R]</a>
P-PZ33 0	By date <a href="#">[H R]</a>
P-PZ33 1	By editor, if given <a href="#">[H R]</a>
P-PZ33 2	Selected works. Selections <a href="#">[H R]</a> Subarrange by editor, if given, or date
	Translations (Collected or selected) <a href="#">[H R]</a>
P-PZ33 3.A2A-.A2Z	Modern versions of early authors in the same language. By translator, if given, or date <a href="#">[H R]</a>
P-PZ33 3.A3-Z	Other. By language, A-Z <a href="#">[H R]</a> Subarrange by translator, if given, or date
P-PZ33 4.A-Z	Separate works. By title, A-Z <a href="#">[H R]</a> Subarrange each title by Table <a href="#">P-PZ43</a>
P-PZ33 5	Apocryphal, spurious works, etc. (Collections only) <a href="#">[H R]</a> Illustrations <a href="#">[H R]</a> Class at <a href="#">N8215</a> , or with the special artists in NC-NE as the case may be Class illustrated editions with other editions Class portraits, etc., of the author, with his or her biography
	Biography, criticism, etc. <a href="#">[H R]</a>
P-PZ33 6.A1-.A19	Periodicals. Societies. Serials <a href="#">[H R]</a>
P-PZ33 6.A2-.A3	Dictionaries, indexes, etc. <a href="#">[H R]</a>
P-PZ33 6.A31-.A39	Autobiography, journals, memoirs. By title <a href="#">[H R]</a>
P-PZ33 6.A4	Letters (Collections). By date <a href="#">[H R]</a>
P-PZ33 6.A41-.A49	Letters to and from particular individuals. By correspondent (alphabetically) <a href="#">[H R]</a>
P-PZ33 6.A5-Z	General works <a href="#">[H R]</a> Criticism <a href="#">[H R]</a>
P-PZ33 7	General works <a href="#">[H R]</a>
P-PZ33 8.A-Z	Special, A-Z <a href="#">[H R]</a> For list of Cutter numbers not given below, see Table <a href="#">P-PZ32 17</a>
P-PZ33 8.L33	Language <a href="#">[H R]</a>
P-PZ33 8.S8	Style <a href="#">[H R]</a>

**Table P-PZ39**

Table for authors (1 no.) <a href="#">[H R]</a>	
	Collected works <a href="#">[H R]</a>
	Including collected works in specific genres
P-PZ39 0.A1	By date <a href="#">[H R]</a>
(P-PZ39 0.A11-.A13)	By editor <a href="#">[H R]</a>
	Subarrangement by editor has been discontinued by the Library of Congress. Beginning in 2005, all collected works are subarranged by date
(P-PZ39 0.A14-.A19)	Collected prose, poetry, plays, etc. <a href="#">[H R]</a>
	For collected genres see 0.A1
	Translations (Collected or selected) <a href="#">[H R]</a>
P-PZ39 0.A199	Modern versions of early authors in the same language. By date <a href="#">[H R]</a>
P-PZ39 0.A1995	Polyglot. By date <a href="#">[H R]</a>
P-PZ39 0.A2	English. By date <a href="#">[H R]</a>
P-PZ39 0.A3	French. By date <a href="#">[H R]</a>
P-PZ39 0.A4	German. By date <a href="#">[H R]</a>
P-PZ39 0.A5-.A59	Other. By language (alphabetically) and date <a href="#">[H R]</a>
P-PZ39 0.A6	Selected works. Selections. By date <a href="#">[H R]</a>
P-PZ39 0.A61-.Z48	Separate works. By title <a href="#">[H R]</a>
	Subarrange each work by Table <a href="#">P-PZ43</a>
	Biography and criticism <a href="#">[H R]</a>
P-PZ39 0.Z481-.Z489	Periodicals. Societies. Serials <a href="#">[H R]</a>
P-PZ39 0.Z49	Dictionaries, indexes, etc. By date <a href="#">[H R]</a>
P-PZ39 0.Z5A3	Autobiography, journals, memoirs, interviews. By date <a href="#">[H R]</a>
P-PZ39 0.Z5A4	Letters (Collections). By date <a href="#">[H R]</a>
	Including collections of letters to and from particular individuals
P-PZ39 0.Z5A5-.Z5Z	General works <a href="#">[H R]</a>

**Table P-PZ43**

Table for separate works (3 Cutter nos.) <a href="#">[H R]</a>	
P-PZ43 .x date	Texts. By date <a href="#">[H R]</a>
	Translations <a href="#">[H R]</a>
P-PZ43 .xA3-.xA39	Modern versions of early works in same language. By translator, if given, or date <a href="#">[H R]</a>
P-PZ43 .xA399	Polyglot <a href="#">[H R]</a>
P-PZ43 .xA4-.xZ	Other languages, A-Z <a href="#">[H R]</a>
P-PZ43 .x2	Selections. By date <a href="#">[H R]</a>
P-PZ43 .x3	Criticism <a href="#">[H R]</a>

**Exercise 1. P-PZ39. Emily Dickinson. ANSWERS**

<b>Call Number</b>	<b>Main Entry</b>	<b>Title</b>	<b>Imprint</b>
PS1541 .A1 1999 <.A1: collected works subarranged by date; editor is no longer used to subarrange>	Dickinson, Emily, 1830-1886.	[Poems] The poems of Emily Dickinson / edited by R. W. Franklin.	Cambridge, Mass. : Belknap Press, 1999.
PS1541 .A57 2002 <.A57: translations, collected or selected, Other languages, .A5-.A59; subarranged by date>	Dickinson, Emily, 1830-1886.	[Selections. Spanish. 2002] Los sótanos del alma : Emily Dickinson	Mérida, Venezuela : Ediciones El Otro, El Mismo : 2002.
PS1541 .A6 2000 <.A6: selections, subarranged by date>	Dickinson, Emily, 1830-1886.	[Poems. Selections] The selected poems of Emily Dickinson.	New York : Modern Library, 2000.
PS1541 .Z485 <.Z485: despite the title, it's not ED's journal, which would be .Z5A3, it's a periodical, .Z481-.Z489>		The Emily Dickinson journal. SUBJECT: Dickinson, Emily, 1830-1886--Periodicals.	Niwot, Colo. : University Press of Colorado, c1992-
PS1541 .Z49 2000 <.Z49: dictionaries, indexes; subarranged by date.>	MacKenzie, Cynthia J., 1948- <i>If the table caption is "By date," book Cutter subarrangement is not used. The LC record incorrectly subarranges by main entry&gt;</i>	Concordance to the letters of Emily Dickinson.	Boulder : University Press of Colorado, c2000.
PS1541.Z5 A4 2003 <.Z5A4; letters subarranged by date>	Dickinson, Emily, 1830-1886. <Although this book does not have an editor, if it did, you would not subarrange by cuttering to the editor>	[Correspondence. Selections] Letters of Emily Dickinson.	Mineola, N.Y. : Dover Publications, 2003.

PS1541.Z5 A59 2005 <.Z5A5-.Z5Z: general works; second Cutter is to the main entry>	Allen, Rupert C.	Solitary prowess : the transcendentalist poetry of Emily Dickinson.	San Francisco : Saru Press, 2005.
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## Exercise 2. P-PZ33 (9 numbers), P-PZ43 (Jane Austen)

Call Number	Main Entry	Title	Imprint
PR4030 2006  <Collected works by date; note that Fowler is not the editor>	Austen, Jane, 1775-1817.	[Novels] The complete novels / Jane Austen ; introduction by Karen Joy Fowler.	New York : Penguin Books, 2006.
PR4032 .B35 1999  <Selections, 2, subarranged by editor, Baji>	Austen, Jane, 1775-1817.	Bite-size Jane Austen : sense and sensibility from one of England's greatest writers / compiled by Karin Baji and John P. Holms.	New York : Thomas Dunne Books, 1999.
PR4033 .F7 2000  <translations 3, by language; no editor Cutter>	Austen, Jane, 1775-1817.	[Novels. French] Oeuvres romanesques complètes. [Translator not given]	[Paris] : Gallimard, c2000-
<b>PR4034 .E5 2003</b>  <Separate works, 4; already in shelflist>	Austen, Jane, 1775-1817.	Emma / Jane Austen ; edited with an introduction and notes by Fiona Stafford.	London ; New York : Penguin Books, c2003.
PR4034.E5 I8 1945  <Table P-PZ43; subarranged by language; Cutter for Italian>	Austen, Jane, 1775-1817.	[Emma. Italian] Emma / Jane Austen ; a cura di Mario Casalino.	[Milano] : Ultra, [1945]
PR4034.E53 J36 2005  <Table P-Z43; 3 added to work Cutter [E5] for criticism; book Cutter from main entry>		Jane Austen's Emma : a casebook / edited by Fiona Stafford.	New York : Oxford University Press, 2006.

PR4036 .A15 <i>&lt;periodical, 6; Cutter assigned between .A1-.A19&gt;</i>		Persuasions (Victoria, B.C.) Persuasions. SUBJECT: Austen, Jane, 1775-1817--Periodicals.	[Victoria, B.C.] : Jane Austen Society of North America, [1980-?
PR4036 .A28 1998 <i>&lt;Dictionaries, indexes, etc. 6, Cutter range .A2-.A3&gt;</i>	Poplawski, Paul.	A Jane Austen encyclopedia.	Westport, Conn. : Greenwood Press, c1998.
PR4037 .T85 2002 <i>&lt;Criticism. General works, 7; book number from main entry&gt;</i>	Tuite, Clara, 1964-	Romantic Austen : sexual politics and the literary canon. SUBJECT: Austen, Jane, 1775-1817--Criticism and interpretation--History.	Cambridge, UK : Cambridge University Press, 2002.

CAUTION: The last exercise (Tuite. Romantic Austen) is a work of general criticism. If the book focuses on a specific theme or topic in Austen, you should use PR4038, with a first Cutter to the topic from the list under the table P-PZ32 17. For example:

Collins, Irene. Jane Austen and the clergy. London : Hambledon Press, 1993.  
SUBJECT: Austen, Jane. 1775-1817--Characters--**Clergy**.

PR4038      Base number PR4030 + 8 <Special, A-Z>  
.C53      Clergy <From table P-PZ32 17>  
C64      Collins <main entry>  
1993      Date of publication

Here is a section from P-PZ32 17:

P-PZ32 17.B6	Books and reading <a href="#">[H R]</a>
P-PZ32 17.B8	Burlesque (Literature) <a href="#">[H R]</a>
P-PZ32 17.C47	Characters and characteristics <a href="#">[H R]</a>
P-PZ32 17.C49	Children <a href="#">[H R]</a>
P-PZ32 17.C5	China <a href="#">[H R]</a>
P-PZ32 17.C52	Cities and towns. City and town life <a href="#">[H R]</a>
P-PZ32 17.C53	Clergy <a href="#">[H R]</a>
P-PZ32 17.C56	Comic, The <a href="#">[H R]</a>
P-PZ32 17.C57	Commerce <a href="#">[H R]</a>
P-PZ32 17.C575	Conversation <a href="#">[H R]</a>
P-PZ32 17.C58	Costume <a href="#">[H R]</a>
P-PZ32 17.C6	Courtesy <a href="#">[H R]</a>

## Appendix E1: Library of Congress Classification Bibliography

### Work Tools: Print Sources

*Cataloging Service Bulletin*. Washington, D.C.: Library of Congress, 1978- Quarterly. ISSN 0160-8029

Dersham, Larry D. *Cataloging Made Easy: A Concise Edition of Library of Congress Classification and Subject Headings*. Buffalo, N.Y.: William S. Hein, 2004.

Dick, Gerald K. *LC Author Numbers*. Castle Rock, Colo.: H. Willow Research and Publishing, 1992.

Library of Congress. Cataloging Policy and Support Office. *LC Classification Outline*. 7th ed. Washington, D.C.: Cataloging Distribution Service, 2003.

Library of Congress Classification Schedules. Washington, D.C.: Cataloging Distribution Service, 1996-2006. [Schedules issued in separate volumes for individual classes or subclasses.]

Library of Congress. Geography and Map Division. *Map Cataloging Manual*. Washington, D.C.: Cataloging Distribution Service, 1991- Looseleaf; also available on Cataloger's Desktop.

Library of Congress. *Library of Congress Classification. K Tables. Form Division Tables for Law*. 2005 ed. Washington, D.C.: Cataloging Distribution Service, 2005.

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Scott, Mona L. *Conversion Tables*. 3rd ed. Westport, Conn.: Libraries Unlimited, 2006. [LC to Dewey/Dewey to LC]

*Subject Cataloging Manual. Classification*. 2nd ed. Washington, D.C.: Cataloging Distribution Service, 1995. [also available on Cataloger's Desktop]

*Subject Cataloging Manual. Shelflisting*. 2nd ed. Washington, D.C.: Cataloging Distribution Service, 1995. [out of print; a new edition combining *Shelflisting* and *Classification* is forthcoming; current ed. available on Cataloger's Desktop]

*Super LCCS: Gale's Library of Congress Classification Schedules Combined with Additions and Changes*. 2007 ed. Detroit: Gale Research, 2007.

### Online Resources

*Cataloger's Desktop*. Available by subscription. See <http://www.loc.gov/cds/desktop/>

*Classification Web*. Available by subscription. See <http://classweb.loc.gov>

*Geographic Cutter Numbers* (Tables G1548-G9804). Available as a PDF file from <http://www.loc.gov/catdir/cpsoc/gcutter.html>

*Library of Congress Classification (LCC) Weekly Lists*. 2002-  
<http://www.loc.gov/aba/cataloging/classification/weeklylists/>  
Supersedes print version, *LC Classification, Additions and Changes*.

*Marc Distribution Service (MDS) Classification* <http://www.loc.gov/cds/mds.html#lccr>

### Web Sites

Columbia University Libraries Digital Program. Columbia HILCC: A Hierarchical Interface to LC Classification. Accessed 3/12/07  
<http://www.columbia.edu/cu/libraries/inside/projects/metadata/classify/>

Cyberstacks Homepage. Accessed 3/12/07  
<http://www.public.iastate.edu/~CYBERSTACKS/homepage.html>

ENDECA at the NCSU Libraries. Accessed 3/12/07  
<http://www.lib.ncsu.edu/endeca/>  
The catalog: <http://www.lib.ncsu.edu/catalog/>

Frequently Asked Questions about LC Classification Numbers in BIBCO Records. Accessed 3/12/07  
<http://www.loc.gov/catdir/pcc/bibco/classfaq.html>

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## Appendix E2: Other Classification Schemes

### Dewey Decimal Classification (DDC)

<http://www.oclc.org/dewey/>

- Basic classes organized by disciplines or fields of study
- Ten main classes
  - Each main class has ten divisions
  - Each division has ten sections
- Arabic numerals: 3-digit number plus decimals
- Decimals are used to make a number more specific
  - The longer the number, the more specific the subject
- Numbers can be “built” using standard subdivisions and notations from auxiliary tables

Main classes:

000	Computers, information & general reference
100	Philosophy & psychology
200	Religion
300	Social sciences
400	Language
500	Science
600	Technology
700	Arts & recreation
800	Literature
900	History & geography

Example: 613.712083  
*(For a work on exercise for weight loss in children)*

### Superintendent of Documents (SuDocs)

[http://www.gpo.gov/su\\_docs/fdlp/pubs/explain.html](http://www.gpo.gov/su_docs/fdlp/pubs/explain.html)

- Developed in the Library of the Government Printing Office between 1895 and 1903
- Designed to group together publications by the same government author
- Within an agency, publications are grouped according to the subordinate organization

Example: PREX 1.2:AR 2  
*(For a work on the architecture of the West Wing of the White House, from the Executive Office of the President, code PREX)*

### National Library of Medicine (NLM)

<http://www.nlm.nih.gov/pubs/factsheets/nlmclassif.html>

- Covers the field of medicine and related sciences only
- Uses classes QS-QZ and W-WZ, classes permanently excluded from the LC Classification schedules
- Follow the principles of LC Classification

Example: WC 503 M629 2004

*(For a work on midlife and older adults with HIV; WC—Communicable diseases; 503—AIDS, HIV infections)*

### Universal Decimal Classification (UDC)

<http://www.udcc.org/>

- Developed in Belgium by Paul Otlet and Henri La Fontaine; first published in 1904
- Based on DDC, expanded to include more detailed subdivisions, typographical symbols, and the use of facets
- A work dealing with two or more subjects can be classed by two or more UDC notations, linked by a colon

Example: 362.1 : 658.3 : 681.31

*(For a work on the use of computers in the management of hospital personnel; Hospitals : Personnel management : Computers)*

### Colon Classification (CC)

<http://www.iskoi.org/doc/colon.htm>

- Developed by S.R. Ranganathan in 1933
- Uses 42 main classes which represent the fields of knowledge
- Each class is broken down into its basic elements, grouped by common attributes, called facets
- Five main facets of a subjects: personality, matter, energy, space, time
- Notations (numbers and letters) are used to represent the facets
- Punctuation marks are used to indicate the nature and type of the following facet

Example: J , 381 ; 4 : 5 . 42 ‘ N70

*(for a work on eradication of virus in rice plants in Japan, published in 1971: Agriculture , rice plant ; virus disease : eradication . Japan ‘ 1970s)*

### Appendix E3: Historical Data Order of publication of LCC schedules

1901	E-F	History: America (Western Hemisphere)
1902	Z	Bibliography. Library science
1904	M	Music
1905	Q	Science
1910	B-BJ	Philosophy. Psychology
	G	Geography. Anthropology. Recreation
	H	Social sciences
	J	Political sciences
	N	Fine arts
	R	Medicine
	T	Technology
	U	Military science
	V	Naval science
1911	A	General works
	L	Education
	S	Agriculture
1915	C	Auxiliary sciences of history
	PN, PR	General literature. English and American literature
	PS, PZ	Fiction in English. Juvenile literature
1916	D	History: General and "Old World" (Eastern Hemisphere)
1927	BL-BX	Religion
1928	P-PA	General philology and linguistics. Classical languages and literature
1933	PB-PH	Modern European languages
1935	PJ-PM	Languages and literatures of Asia, Africa, Oceania. American Indian languages. Artificial languages
1936	P-PM suppl.	Index to languages and dialects
	PQ (pt. 1)	French literature
1937	PQ (pt. 2)	Italian, Spanish, and Portuguese literatures
1938	PT (pt. 1)	German literature
1942	PA suppl.	Byzantine and modern Greek literature. Medieval and modern Latin literature
	PT (pt. 2)	Dutch and Scandinavian literatures
1948	PG	Russian literature
1969	KF	Law of the United States
1973	KD	Law of the United Kingdom and Ireland
1976	KE	Law of Canada

1977	K	Law (General)
1982	KK-KKC	Law of Germany
1984	KDZ,KG-KH	Law of the Americas, Latin America, West Indies
1985	KJV-KJW	Law of France
1989	KJ-KKZ	Law of Europe
1993	KL-KWZ	Law of Asia and Eurasia, Africa, Pacific Area, etc.
1997	JZ	International relations
1998	KZ	Law of nations
2000	KBR-KBU	Canon law. Law of the Roman Catholic Church. Holy See
2003	KBP,KBM	Islamic law. Jewish law
2005	KB	Religious law in general. Comparative religious law

Although it often is assumed that the Library of Congress Classification schedules were developed and published in a comprehensive and logical order, that actually is not the case. With very few exceptions, the individual schedules were published “when they were done.” The development and the publication of the schedules were not dictated by an overarching plan. The schedules were developed and published when time allowed, and when the appropriate subject specialist staff members were able to complete the work. There were general guidelines for the development of the schedules, but because the materials being classed varied, the schedules were not necessarily uniform. Some schedules, like BL-BX, were published “after application to some 105,000 volumes over a 10-year period.” This was to ensure that the classification scheme “worked” before it was published!

Each of the individual schedules was drafted by LC subject specialists who consulted bibliographies, treatises, comprehensive histories, and existing classification schemes in initially determining the scope and content of an individual class and its subclasses. Charles Martel was the overall supervisor for the development of Library of Congress Classification.

Class Z (Bibliography and Library Science) was chosen to be the first schedule to be developed because it covered the bibliographical works necessary for the reclassification project. The next schedules, E-F (American history and geography), were developed because of their particular subject relevance. (E-F were actually published first, in 1901, followed by Z in 1902).

Subclass KF (Law of the United States) was published in 1969. This was the first step towards the development of a universal law classification system. Other subclasses in Class K were published as they were completed. Development in Class K continues, with subclass KB (Religious law in general. Comparative religious law. Jurisprudence) published in 2005.

American Indian law is currently under development.

(For more information, see Jolande Goldberg's article on the development of a universal law classification (listed in the bibliography, Appendix E)).

When looking at the chronology of the development of the individual LC Classification schedules, the role and impact of historical events cannot be ignored. For example, the impact of the events of World War I (1914-1918) are apparent when looking at Class D (History: General and Old World), which was first published in 1916. By the end of the war, the concepts of world history and the balance of power that were understood at the time of the development of Class D had altered to a considerable extent. Although a supplement for the war was printed in 1921, the legacy of pre-war concepts can be found in the schedule even today.

It also is interesting to note that Class H (Social Sciences) was first published in 1910, with a second edition in 1920, and a third in 1949. The first edition preceded the events of World War I, while the second edition followed those events, and the third edition appeared at the end of World War II. A Second World War supplement came out in 1947. One can imagine many of the changes in each edition, and in the supplement, as a reflection of world events.

Another interesting pre-World War II perspective is noted still today in Class D:

- in Class DT History of Africa, where the arrangement of the African regions and countries is based on the former colonizers-- British East Africa, German East Africa, British West Africa, French West Africa, Portuguese-speaking West Africa, etc. (the captions still include the colonizers, but they follow the regional name in most cases)
- in Class DB History of Austria (which now has note "Including Austro-Hungarian Empire"-- Austro-Hungarian Empire used to be the caption), where the parenthesized numbers that once applied to the empire are now closed-- this is especially noticeable under Local history and description, where Czechoslovakia, Bukowina, Liechtenstein, Transylvania, etc., formerly parts of the empire, are all now classed elsewhere. But those historical links to the Austro Hungarian Empire are still in the schedules.

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## Answers to Exercises

## Outline of LCC Exercises: Answers

### Session 3

### Exercise 1: QH540+ Ecology

Where would you class:

1. dictionary of ecology QH540.4
2. collection of speeches on ecology QH541.145
3. history of ecology in the U.S. QH540.83  
By country: U\_\_
4. ecology of Costa Rica QH101+

3

### Exercise 1: QH540+ Ecology (2)

Where would you class:

5. textbook on ecology QH541
6. book on teaching ecology QH541.2

4

### Exercise 2: RA576+

Where would you class a book on the impact of air pollution on public health in:

1. the United States      RA576.5
2. Virginia      RA576.6    by state: V\_\_
3. Richmond, Virginia      RA576.6    by state: V\_\_

5

### Exercise 2: RA576+ (2)

Impact of air pollution on public health in:

4. France      RA576.7    by country: F\_\_
5. Central America      RA576.7    by region: C\_
6. Paris, France      RA576.7    by country: F\_

6

## Elements of LC Call Numbers

### Exercises: Answers

#### Session 5

#### Exercise 1

Wycliff	W93	Anderson	A53
Shrimp	S57	Quality	Q35
Blades	some options: B595, B62, B625...		
Dwyer	some options: D897, D94, D95, D96...		

### Exercise 2: Identify the coding errors

TS191.8 \$b Z34 1990

TS191.8 \$b .Z34 1990

T55.3 \$b H3C353 1991

T55.3.H3 \$b C353 1991

QP34.5. \$b H625 1989

QP34.5 \$b .H625 1989

B3279.H49 B696 2000

B3279.H49 \$b B696 2000

### Exercise 2: Identify the coding errors (2)

B 8313 \$b F35 2000

B8313 \$b .F35 2000

TR646 .G32 \$b W653 1999

TR646.G32 \$b W653 1999

HE558 \$b .G48 \$b G56 2003

HE558.G48 \$b G56 2003

TX716.M4 \$b .K44 1989

TX716.M4 \$b K44 1989

## Principles of LC Classification & Assigning Numbers: Answers

### Session 6

### Exercise 1

1. Nature's economy : a history of ecological ideas  
**QH540.8**
2. Dictionary of the environment  
**QH540.4**
3. Economy of nature : a textbook in basic ecology  
**QH541**
4. Ecological research strategy  
**QH541.2**

12

## Exercise 1

5. Performing ecological risk assessments

**QH541.15.R57**

6. Philosophy of ecology : from science to synthesis

**QH540.5**

7. Survey methods for ecosystem management

**QH541.15.S95**

13

## Tables: Answers

Session 7

14

## Exercise 1

Goodall, Jane, 1934- . Through a window : my thirty years with the chimpanzees of Gombe. 1990.

**QL31.G58 A3 1990**

G58 for Goodall; A3 for autobiography, by date

Goodall, Jane, 1934- . Africa in my blood : an autobiography in letters : the early years. 2000.

**QL31.G58 A4 2000**

G58 for Goodall; A4 for Letters, by date

15

## Exercise 1

Goodall, Jane, 1934-. Beyond innocence : an autobiography in letters : the later years. 2001.

**QL31.G58 A4 2001**

G58 for Goodall; A4 for Letters, by date

Greene, Meg. Jane Goodall : a biography. 2005.

**QL31.G58 G74 2005**

G58 for Goodall; .xA6-Z for biography, by main entry (Greene); add date

16

## Exercise 1

Koebner, Linda. Tickled by a gorilla, kissed by a whale : career paths of women who work to save wildlife. 1997

**QL26 .K64 1997**

Collective biography, classed under QL26

Do not use Biography table

Cutter for main entry (Koebner)

17

## Schedule P Language Exercises: Answers

### Session 8

Hervey/Thinking German translation/2005

**PF3498.H47 2005**

PF3000 Base number

P-PZ1b Translating **498-499**

**498** General works 498

PF3498 Class number

.H47 Book number (**Hervey**)

2005 Publication date

19

The German language and the real  
world/1995

**PF3087.G47 1995**

PF3000 Base number

P-PZ1b History of the lang. **75-88**

**87** 20th century **87**

PF3087 Class number

.G47 Book number (**German**)

1995 Publication date

20

Coggle/Improve your German (Teach  
yourself books)/2004

**PF3112.5 .C64 2004**

PF3000	Base number
<u>112.5</u>	P-PZ1b Self instructors <u><b>112.5</b></u>
PF3112.5	Class number
.C64	Book number ( <b>Coggle</b> )
2004	Publication date

21

Easy German phrase book/c1994

**PF3121.E27 1994**

PF3000	Base number
<u>121</u>	P-PZ1b Conversation. Phrase books. <u><b>121</b></u>
PF3121	Class number
.E27	Book number ( <b>Easy</b> )
1994	Publication date

22

## Schedule P Literature Exercises: Answers

### Session 8

#### V.S. Pritchett P-PZ40 (1)

[Essays] Complete collected essays. 1991.

**PR6031.R7 1991**

Collected works in any genre subarranged by  
date only

[Short stories] Complete collected stories. 1992.

**PR6031.R7 1992**

Collected works in any genre subarranged by  
date only

### V.S. Pritchett P-PZ40 (2)

The other side of a frontier : a V.S. Pritchett reader. 1984.

**PR6031.R7 A6 1984**

Selections in any genre subarranged by **A6** and date

A man of letters : selected essays. c1985.

**PR6031.R7 A6 1985**

Selections in any genre subarranged by **A6** and date

[Short stories. Selections] Essential stories. 1985.

**PR6031.R7 A6 1985b**

Selections in any genre subarranged by **A6** and date  
and work letter

25

### V.S. Pritchett P-PZ40 (3)

Blind love, and other stories. 1969.

**PR6031.R7 B55 1969**

Separate work; note distinction between a collection, a selection, and a collection of stories treated as a separate work

A cab at the door : a memoir. 1968.

**PR6031.R7 Z46 1968**

Autobiography **Z46**

26

### V.S. Pritchett P-PZ40 (4)

PR6031.R7 Z59 1987 Baldwin ... 1987.

[PR6031.R7 Z65 2006](#) Bloom ... 2006.

[PR6031.R7 Z78 1992](#) Stinson ... c1992.

PR6031.R7 Z897 2004 Treglown ... 2004.

Biography-criticism uses range Z5-Z999; digits determined by filing order of main entry; actual range in this context is Z59x-Z896x

27

## Special Types of Material Exercises: Answers

### Session 9

## Exercise 1 (1)

Channing. All about organic chemistry. 1st ed. 1968.

QD251 .C38 *<already in the shelflist>*

*Advanced textbooks--Through 1970.*

No dates were added before 1982.

Channing. All about organic chemistry. 2nd ed. 1975.

**QD251.2 .C43 1975**

*QD251.2 Advanced textbooks--1971-2000.*

New class number; book number is re-Cutted.

Date added for works cataloged after 1982.

29

## Exercise 1 (2)

Channing. Basic organic chemistry. 3rd ed. Macmillan, 1984.

**QD251.2 .C43 1984**

*QD251.2 Advanced textbooks--1971-2000*

Title change does not affect Cutter

Channing. Essential organic chemistry. 3rd ed. Pearson Prentice-Hall, 1984.

**QD251.2 .C43 1984b**

Title change does not affect Cutter

Work letter to distinguish editions published in the same year; assigned to the 2<sup>nd</sup> item cataloged

30

### Exercise 1 (3)

Channing. Basic organic chemistry. 3rd ed.  
Hutchinson, 1984.

**QD251.2 .C43 1984c**

Work letter assigned for the third manifestation  
published in 1984.

Harrington. Essentials of organic chemistry. 4th ed.  
2000.

**QD251.2 .C43 2000**

QD251.2 Advanced textbooks. 1971-2000

Main entry & title have changed but original Cutter  
is retained as long as the same class number is  
used

31

### Exercise 1 (4)

Harrington. Channing's Essentials of organic chemistry.  
5th ed. 2004.

**QD251.3 .H37 2004**

QD251.3 Advanced textbooks. 2001-

New class number; book number is re-Cutted

32

## Exercise 2 (1)

International Conference on AIDS (1990)

RC607.A26 I56 1990

International Conference on AIDS (1991)

**RC606.53 .I58 1991**

Use the new class number; re-Cutter

International Conference on AIDS (1994)

**RC606.53 .I58 1994**

Same Cutter used for the later conference; use date from qualifier even though the publication date is 1995

33

## Exercise 2 (2)

International Conference on AIDS (1994)

**RC606.53 .I58 1994a**

Same call number used for a different set of conference papers published in the same year

Work letter is assigned to differentiate; if the main entry is corporate/conference, the first work letter begins with "a" rather than "b"

34

### Exercise 3 (1)

Hartford studies in literature.

**PN2 .H37 OK**

PN 2 Literature (General)--Periodicals--American  
and English

Studies in literature.

PN2 .S78 should be **PN2 .H37**

Linear title change (Continues Hartford studies in  
literature)

University studies in literature.

PN2 .U56 should be **PN2 .H37**

Linear title change (Continues Studies in literature)

35

### Exercise 3 (2)

Connecticut studies in literature.

**PN2 .C66 OK**

PN 2 Literature (General)--Periodicals--American  
and English

Connecticut literature yearbook.

PN12 .C66 should be **PN2 .Cxx**

All yearbook numbers are obsolete.

Merger of 2 titles & class number does not change;  
re-Cutter for the new title

36

## Schedule H Exercises: Answers

### Session 10

#### Exercise 1: Defense conversion ... 1995

HC79	Economic history and conditions--Special topics, A-Z
D4	Defense and disarmament, Economic impact of
G74	<b>Green</b> (main entry)
1995	Date of publication

HC79.D4 G74 1995

**Exercise 1: Economic conversion ... 1980**

HC110    Economic history and  
          conditions--United States--  
          Special topics, A-Z  
      D4    Defense and disarmament,  
          Economic impact of  
      U55    **United States** (main entry)  
      1980    Date of publication

HC110.D4 U55 1980

**Exercise 1: Economics and the wind ... c2005**

HC110    Economic history and  
          conditions--United States--  
          Special topics, A-Z  
      D45    Disasters, Economic impact  
          of  
      E36    **Economic ...** (main entry)  
      2005    Date of publication

HC110.D45 E36 2005

Exercise 1: Location of manufacturing plants  
... 1961

HC110 Economic history and  
conditions--United States--  
Special topics, A-Z

D5 Distribution of industry.  
Industrial location

U55 **United States** (main entry)

1961 Date of publication

HC110.D5 U55 1961

Exercise 1: Proximity, distance, and diversity  
... 2005

HC79 Economic history and  
conditions--Special  
topics, A-Z

D5 Distribution of industry.  
Industrial location

P76 **Proximity ...** (main entry)

2005 Date of publication

HC79.D5 P76 2005

### Exercise 2: Boletim estatístico do cacau ...

- HD9200 Cocoa. Chocolate
    - .A4-.Z By region or country, A-Z (Table H20)
      - B6 Brazil (Regions and Countries Table)
        - .x Periodicals (Table H20)
    - B73 **Brazil ...** (main entry)
      - a Work letter needed (this is a periodical with a corporate main entry)
- No date of publication added!

[HD9200.B6 B73a](#)

### Exercise 2: Cacau informe economico ...

- HD9200 Cocoa. Chocolate
    - .A4-.Z By region or country, A-Z (Table H20)
      - B6 Brazil (Regions and Countries Table)
        - .x Periodicals (Table H20)
    - C33 **Cacau ...** (main entry)
- No date of publication added!

[HD9200.B6 C33](#)

Exercise 2: Study of cocoa production in Brazil ...  
[1989]

HD9200	Cocoa. Chocolate
.A4-.Z	By region or country, A-Z (Table H20)
B6	Brazil (Regions and Countries Table)
.x2	General works. History (including biography, A-Z) (Table H20)
.B62	Brazil, General works
S78	<b>Study ...</b> (main entry)
1989	Date of publication

HD9200.B62 S78 1989

Exercise 2: Joaquim Ignácio Tosta Filho ... 1986

HD9200	Cocoa. Chocolate
.A4-.Z	By region or country, A-Z (Table H20)
B6	Brazil (Regions and Countries Table)
.x2	General works. History (including biography, A-Z) (Table H20)
.B62	Brazil, Biography
T67	<b>Tosta</b> (subject of biography)
+4	<b>Garcez</b> (digit for main entry)
1986	Date of publication

HD9200.B62 T674 1986

### Exercise 2: Bahia cacauera ... 1979

HD9200 Cocoa. Chocolate  
   .A4-.Z By region or country, A-Z (Table H20)  
     B6 Brazil (Regions and Countries Table)  
       .x3A-Z Local, A-Z (Table H20)  
   .B63A-Z Brazil, Local, A-Z  
     B34 **Bahia** (local subdivision in Brazil)  
       +4 **Garcez** (digit for main entry)  
   1979 Date of publication

HD9200.B63 B344 1979

### Exercise 2: Cacau no norte ... 1978

HD9200 Cocoa. Chocolate  
   .A4-.Z By region or country, A-Z (Table H20)  
     B6 Brazil (Regions and Countries Table)  
       .x3A-Z Local, A-Z (Table H20)  
   .B63A-Z Brazil, Local, A-Z  
     M38 **Mato** Grosso (local subdivision in Brazil)  
       +3 **Cacau ...** (digit for main entry)  
   1978 Date of publication

HD9200.B63 M383 1978

### Exercise 2: Making chocolate ... 2006

HD9200    Cocoa. Chocolate  
    .A4-.Z    By region or country, A-Z (Table H20)  
        B6    Brazil (Regions and Countries  
              Table)  
    .x4A-Z    Firms, etc., A-Z (Table H20)  
  .B64A-Z    Brazil, Firms, etc., A-Z  
        C66    **Cooperativa** (the firm)  
        +7    **Santos ...** (digit for main entry)  
  2006    Date of publication

**HD9200.B64 C667 2006**

## Schedule N Exercises: Answers

### Session 11

### Exercise 1: Sea, earth, sky ... c1980

N6537     Base number  
    A53     **Anderson**  
        A4     Table N6, Reproductions  
              (Collections). By date  
1980     Publication date

**N6537.A53 A4 1980**

51

### Exercise 1: Fortune's favorite child ... c2003

N6537     Base number  
    A53     **Anderson**  
    M38     Table N6, .xA8-.xZ, Biography  
              and criticism (Cutter for  
              **Maurer** = M38 (main entry))  
2003     Publication date

**N6537.A53 M38 2003**

52

Exercise 1: Andy Warhol, conversation ...  
1989

N6537 Base number  
W37 **Warhol**  
A35 Table N6, .A35, Speeches,  
essays, interviews, etc. of the  
artist. By date  
1989 Publication date

**N6537.W37 A35 1989**

53

Exercise 1: Andy Warhol, work and play  
... c2003

N6537 Base number  
W37 **Warhol**  
A4 Table N6, Reproductions  
(Collections). By date  
2003 Publication date

**N6537.W37 A4 2003**

54

### Exercise 1: Global Warhol ... c2003

N6537    Base number  
W37    **Warhol**  
A4    Table N6, Reproductions  
      (Collections). By date  
2003    Publication date  
a    Work letter necessary because  
      of the previous entry (also  
      published in 2003!)

**N6537.W37 A4 2003a**

55

### Exercise 2: Ottoman architecture in Albania, 1385-1912 ... 1990

NA700    Base number from schedule  
+755    Country number for Albania from  
      Table N5  
NA1455    Addition of NA700 and 755  
A4    Table N15 applied to span .A4-  
      .A43 from Table N5 (General work)  
K54    **Kiel** (main entry)  
1990    Publication date

**NA1455.A4 K54 1990**

### Exercise 2: [Graditeljstvo u Hrvatskoj. English] ... 1994

NA700	Base number from schedule
+755	Country number for Croatia from Table N5
NA1455	Addition of NA700 and 755
C76	Table N15 applied to span .C76-.C763 from Table N5 (General work)
M64	<b>Mohorovicić</b> (main entry)
+13	Addition for English translation
1994	Date of publication

**NA1455.C76 M6413 1994**

### Exercise 2: Medine architektura Lietuvoje ... 2002

NA700	Base number from schedule
+755	Country number for Lithuania from Table N5
NA1455	Addition of NA700 and 755
L57	Table N15 applied to span .L57-.L573 from Table N5 (General work)
M43	<b>Medine ...</b> (main entry)
2002	Date of publication

**NA1455.L57 M43 2002**

## Exercise 2: Istorizmas ir modernas Vilniaus ... 2000

NA700	Base number from schedule
+755	Country number for Lithuania from Table N5
NA1455	Addition of NA700 and 755
L572	Table N15 applied to span .L57-.L573 from Table N5 (Local, A-Z)
V55	<b>Vilnius</b>
+5	<b>Luksionyte-Tolvaisiene</b> (main entry)
2000	Date of publication

**NA1455.L572 V555 2000**

## Exercise 2: Architektas Karolis Podcasinskis ... 1994

NA700	Base number from schedule
+755	Country number for Lithuania from Table N5
NA1455	Addition of NA700 and 755
L573	Table N15 applied to span .L57-.L573 from Table N5 (Special artists, A-Z)

Exercise 2: Architektas Karolis Podcasinskis  
... 1994 (cont'd)

P63 **Podczaszyński**  
+3 Table N7: .x3-.x39 (Biography and criticism)  
+5 **Levandauskas** (main entry)  
1994 Date of publication

**NA1455.L573 P6335 1994**

SACO Exercise: Answers

Session 13

## SACO exercise: War elephants

Classification Proposal System	
Proposed Schedules Record [UH100.5.B67] <span>Save</span> <span>Cancel</span> <span>Logout</span>	
Create a proposal for a new classification number	
Proposal generated by	<input type="radio"/> Book <input type="radio"/> No Book <input type="radio"/> CIP <input type="radio"/> Rare Book <input checked="" type="radio"/> Coop
Existing class #	UH100.5.B67
Proposed class #	<input type="text" value="UH100.5.E44"/> <input checked="" type="radio"/> Single # <input type="radio"/> Displayed span <input type="radio"/> Suppressed span
Other services	Use of animals in military service Other, A-Z
Hierarchy	
Caption	<input type="text" value="Elephants"/>
TABLE	<input type="text"/>

## SACO exercise: War elephants

Note ("Class here," "Including," etc.)	<input type="text"/>
Work cat.	<input type="text" value="Kistler, J.M. War elephants, 2006."/>
Cataloger's comments	<input type="text"/>
Pattern	<input type="text" value="UH100.5.B67"/>
Better	<input type="text"/>
If you would like to be notified when your proposal is scheduled for a weekly list and of the subsequent decision by the classification editorial meeting, include your email address on the next line.	
Email address	<input type="text" value="yourname@yourinstitution.edu"/>
<span>Save</span> <span>Cancel</span> <span>Logout</span>	

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## SACO exercise: War elephants

### This proposal has been saved

After closing this window, you can view your classification proposal displayed in context on the classification browse screen by clicking on the **Refresh** button at the top of the browse page.

When you press the **OK** button, this window will close.

**OK**

**Classification Proposal System**

[Refresh](#) [Menu](#) [Tables](#) [Logout](#) [Close](#) [Help](#)

LC Class #  [Go](#) [<](#) [>](#) [<<](#) [>>](#) [<<<](#) [>>>](#)

Other services--Use of animals in military service

---

Use of animals in military service [\[H R M P Ref\]](#)

UH87	General works <a href="#">[H R M P Ref]</a>
UH90	Pigeons for military communications <a href="#">[H R M P Ref]</a>
	For World War II see <a href="#">D810.P53</a> <a href="#">[H R M P Ref]</a>
UH100	Dogs for military communications, etc. <a href="#">[H R M P Ref]</a>
UH100.5.A-Z	Other, A-Z <a href="#">[H R M P Ref]</a>
UH100.5.B38	Bats <a href="#">[H R M P Ref]</a>
UH100.5.B67	Bottlenose dolphins <a href="#">[H R M P Ref]</a>

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## SACO exercise: War elephants

**Classification Proposal System**

[Refresh](#) [Menu](#) [Tables](#) [Logout](#) [Close](#) [Help](#)

LC Class #  [Go](#) [<](#) [>](#) [<<](#) [>>](#) [<<<](#) [>>>](#)

Other services--Use of animals in military service

---





Use of animals in military service [\[H R M P Ref\]](#)

UH87	General works <a href="#">[H R M P Ref]</a>
UH90	Pigeons for military communications <a href="#">[H R M P Ref]</a>
	For World War II see <a href="#">D810.P53</a> <a href="#">[H R M P Ref]</a>
UH100	Dogs for military communications, etc. <a href="#">[H R M P Ref]</a>
UH100.5.A-Z	Other, A-Z <a href="#">[H R M P Ref]</a>
UH100.5.B38	Bats <a href="#">[H R M P Ref]</a>
UH100.5.B67	Bottlenose dolphins <a href="#">[H R M P Ref]</a>
→ UH100.5.E44	Elephants <a href="#">[H R M P Ref]</a>
UH201	Medical and sanitary service <a href="#">[H R M P Ref]</a>
UH205	Periodicals, Societies <a href="#">[H R M P Ref]</a>
	Congresses <a href="#">[H R M P Ref]</a>

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## SACO exercise: War elephants

From:	yourname@yourinstitution.edu	CC:	
To:	saco@loc.gov	BC:	
Subject:	LC Classification proposal UH100.5.E44 submitted		
Message:	<p>Hello Coop!</p> <p>I have just submitted an LC Classification proposal for new class UH100.5.E44.</p> <p>Thanks!</p> <p>Your name</p>		

 Send  
 Cancel  
 Address  
 Attach

## SACO exercise: War elephants

### LIBRARY OF CONGRESS CLASSIFICATION TENTATIVE WEEKLY LIST 50 (December 13, 2006)

Library of Congress staff:

Send comments on this list to Millie Wewerka, CPSO - Telephone: 7-2321 Email: [mwew@loc.gov](mailto:mwew@loc.gov)

SACO contributors:

Send questions or comments to your SACO liaison on the Cooperative Cataloging Team.

The full hierarchy is provided for new and revised classification captions to show their context within the classification. Numbers that appear in square brackets are not displayed in Classification Web browse screens or in the printed editions of the classification schedules. They are shown on this list only to indicate the location of the corresponding caption or reference within the classification. "(A)" indicates pre-approved proposals for material in priority 1. "(C)" indicates proposals submitted by libraries in the Subject Authority Cooperative Program (SACO).

UH100.5.E44 (C)	Other services
	Use of animals in military service
	Other, A-Z
	Elephants

## SACO exercise: War elephants

### LIBRARY OF CONGRESS CLASSIFICATION WEEKLY LIST 50 (December 13, 2006)

The full hierarchy is provided for new and revised classification captions to show their context within the classification. Numbers that appear in square brackets are not displayed in Classification Web browse screens or in the printed editions of the classification schedules. They are shown on this list only to indicate the location of the corresponding caption or reference within the classification.

	Other services
	Use of animals in military service
	Other, A-Z
UH100.5.E44	Elephants

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## SACO exercise: War elephants

Thank you!

You have successfully contributed a new number and caption to the LC Classification schedules!

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## Appendix G: Evaluation Form

### Fundamentals of Library of Congress Classification

**Your evaluation of this workshop is very important to the future development of this course and other similar courses. Your honest, candid answers to the following questions will assist us in providing quality programs.**

**Please rate the following aspects of today's workshop by checking the box that best reflects your evaluation:**

**1. The overall content of the workshop:**

	5	4	3	2	1	
a. was extremely valuable						was of little value
b. provided enough detail						was too general
c. was current & relevant						was outdated
d. was cohesive & logical						was fragmented/difficult to follow
e. was appropriate to my needs						was not at all appropriate
f. met its stated objectives						did not meet objectives

**2. Presenter:**

	5	4	3	2	1	
a. was knowledgeable						was unsure of the material
b. had good presentation skills						had poor presentation skills
c. encouraged participation						discouraged participation
d. addressed my level of understanding						did not consider my level
e. answered questions directly						did not answer questions
f. was prepared						was not prepared
g. understood the audience dynamics						ignored audience dynamics

**3. Presenter:**

	5	4	3	2	1	
a. was knowledgeable						was unsure of the material
b. had good presentation skills						had poor presentation skills
c. encouraged participation						discouraged participation
d. addressed my level of understanding						did not consider my level
e. answered questions directly						did not answer questions
f. was prepared						was not prepared
g. understood the audience dynamics						ignored audience dynamics

**4. The handouts:**

	5	4	3	2	1	
a. are excellent						are poor
b. followed course content						are disjointed/out of sequence
c. are valuable for future reference						are of no value

## 5. The PowerPoint slides:

- a. were clear and easy to read
- b. were well organized
- c. illustrated concepts clearly
- d. covered an appropriate amount of information
- e. were visually effective
- f. were enhanced by and supported the presenter's remarks

5	4	3	2	1

were hard to read  
 were poorly organized  
 were confusing  
 contained too much or not enough information  
 were not effective  
 were poorly related to the presenter's remarks

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**Please give the following information about yourself:**

6. Your level of knowledge in the subject of this workshop before today: expert 5 4 3 2 1  
 novice
7. Your level of experience in the subject of this workshop before today: very experienced 5 4 3 2 1  
 beginner
8. Other comments:

**Comments on specific sessions:**

THANK YOU!

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