

Glossary

Adjectival qualifier. A word or phrase used to modify, clarify, or limit the meaning of the noun portion of a subject heading. In a *straight heading*, the word or phrase appears before the noun in natural English-language word order; in an *inverted heading*, the word or phrase appears after the noun and is separated from the noun by a comma. An adjectival qualifier is most commonly used to modify a topic by the name of a specific language, nationality, or ethnic group, as in the headings **English poetry**; **Diplomatic and consular service, Egyptian**; **Mexican American cooking**.

Authority file. A file containing individual *authority records* for established *name headings* or *subject headings* and *subdivisions*.

Authority record. A record that contains the established form of a *name heading*, a *subject heading*, or a *subdivision*, a list of cross-references made to the heading or subdivision from alternative or related forms, and a list of sources that justify the established and alternative forms.

Biography, Collective, *see* **Collective biography**

Biography, Individual, *see* **Individual biography**

Broader term reference. A reference from one *subject heading* to another subject heading that is at a higher level in a hierarchy and is therefore a more inclusive term. Broader term references appear in 5XX fields in *subject authority records*, and are identifiable by the presence of the value **g** in the first character position of the \$w control subfield.

BT, *see* **Broader term reference**

Chronological subdivision. A subject heading *subdivision* in a \$y subfield of a 6XX field that designates a period of time, such as **-1945-1990**, **-20th century**, etc.

Collective biography. A biography of two or more individuals.

Direct subdivision, *see* **Geographic subdivision**

Form. The physical, bibliographical, artistic, or literary nature of a work.

Form heading. A type of *subject heading* that expresses what a work **is** (in contrast to what it is **about**), such as **American poetry**, **Law reports, digests, etc.**, **Large type books**, etc.

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Form subdivision. A type of subject heading *subdivision* that appears in a \$v subfield of a 6XX field and that expresses what a work **is**, such as **–Periodicals**, **–Juvenile films**, etc.

Free-floating subdivision. A subject heading *subdivision* that may be assigned under designated subjects without the usage being established editorially, that is, without a *subject authority record* for the particular *string* being created in the *subject authority file*.

General see also reference. A *narrower term reference* made not to specific individual subject headings but to a category of *subject headings* or *subdivisions*, frequently listing one or more individual headings or subdivisions by way of example. General see also references appear in 360 fields in *subject authority records*.

General see reference. A *use reference* made not to specific individual headings but to a category of *subject headings* or *subdivisions*, frequently listing one or more individual headings or subdivisions by way of example. General see references appear in 260 fields in *subject authority records*.

Geographic qualifier. The name of a larger geographic entity added in parentheses after the name of a more specific locality or other entity to designate its location, as in the subject headings **Whitney, Mount (Calif.)**; **Gobi Desert (Mongolia and China)**; **Colorado River (Colo.-Mexico)**; **Empire State Building (New York, N.Y.)**.

Geographic subdivision. A type of subject heading *subdivision* that appears in a \$z subfield of a 6XX field and that expresses the name of the place to which the *subject* or *form* of the work, designated in the main part of the heading, is limited. Geographic subdivision may be **indirect**, in which the name of a larger geographic entity is placed in a separate \$z subfield before the name of a more specific locality, or **direct**, in which a place name is assigned without the interposition of the name of a larger geographic entity.

Indirect subdivision, see Geographic subdivision

Individual biography. A biography of one person.

Inverted heading. A heading that consists of a noun modified by an adjective, formulated to place the noun in the initial position followed by a comma and the adjective. See also *Straight heading*.

LCSH, *see* **Library of Congress Subject Headings**

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Library of Congress Subject Headings. The printed list of headings produced from the *subject authority file* maintained by the Library of Congress and published annually. The term is frequently abbreviated as **LCSH** and is sometimes used interchangeably with the term *subject authority file*.

Local subdivision, *see* Geographic subdivision

Main entry. The name or title by which a work is chiefly identified. An AACR2 concept, the term is not used in RDA cataloging.

Name authority file. A file containing individual *name authority records*. As used in this manual, this term refers specifically to the name authority file created and maintained by the Library of Congress with contributions from participating libraries.

Name authority record. An *authority record* for a *name heading*.

Name heading. A heading that is a personal name, corporate name, meeting name, uniform title, or jurisdictional name.

Narrower term reference. A reference to a *subject heading* at a lower level in a hierarchy than the term referred from. Narrower term references do not appear in *subject authority records*, but are generated by automated systems as the reciprocals of *broader term references*.

NT, *see* Narrower term reference

Parenthetical qualifier. A word or phrase placed in parentheses after a heading either to distinguish between two different meanings of an identical term or to clarify the meaning of the heading, as in the subject headings **Plates (Engineering)**; **Plates (Tableware)**; **BASIC (Computer program language)**; **Adonis (Greek deity)**.

Period subdivision, *see* Chronological subdivision

Place subdivision, *see* Geographic subdivision

Proposal. A suggested new subject heading or a suggested change to an existing heading, submitted by a cataloger in the form of a subject authority proposal record; or, a printout of an existing *subject authority record* marked up with proposed changes, for consideration through the editorial process in the Policy and Standards Division, which is responsible for overall development of the Library of Congress *subject authority file*.

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Qualifier, Adjectival, *see* **Adjectival qualifier**

Qualifier, Geographic, *see* **Geographic qualifier**

Qualifier, Parenthetical, *see* **Parenthetical qualifier**

Reference source. An authoritative published work or other source of information consulted to determine the appropriate terminology to be used in establishing a *subject heading* and creating an appropriate structure of cross-references to and from the heading.

Related term reference. A reference from one *subject heading* to another subject heading that is in a different hierarchy. Related term references appear in 5XX fields in *subject authority records*, and are identifiable by the presence of the value **n** in the first character position of the \$w control subfield.

RT, *see* **Related term reference**

Scope note. A note associated with a *subject heading* that provides information about the heading such as its definition, application, or relationship to other headings, in order to enable catalogers to use the heading consistently and users to determine what type of material may be found under the heading. Scope notes appear in 680 fields in *subject authority records*.

See also reference. A cross-reference leading from one valid heading to another. In the Library of Congress *subject authority file*, a see also reference is in the form of a *broader term reference* (which can generate a *narrower term reference* as its reciprocal), or a *general see also reference*.

See reference, *see* **Use reference**

Straight heading. A heading established in direct, natural language word order. See also *Inverted heading*.

String. A term used to refer to the combination of a subject heading and one or more subdivisions. In the context of the MARC 21 format, a string is a 6XX field that has at least one \$v, \$x, \$y, or \$z subfield in addition to the \$a subfield.

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Subdivision. The portion of a subject heading *string* that appears in a \$v, \$x, \$y, or \$z subfield of the 6XX field and that is used to identify a specific aspect of the main *subject heading*, such as form, subtopic, time period, or place, in connection with the bibliographic work to which it is assigned. See also *Chronological subdivision*, *Form subdivision*, *Geographic subdivision*, and *Topical subdivision*.

Subdivision record. An *authority record* for a *subdivision* with the authorized form of the subdivision appearing in a 18X field. The Library of Congress uses subdivision records to control *free-floating subdivisions*.

Subheading. The portion of a corporate body name heading that is subordinate to the main heading. In printed or in nontagged displays, subheadings are conventionally separated from main headings by a period and two spaces. In the heading **United States. Congress. House**, for example, **Congress** and **House** are subheadings. In the MARC 21 format, subheadings appear in \$b subfields of X10 fields.

Subject. The topic treated or matter discussed in a work. What a work is about.

Subject authority file. A file containing individual *authority records* for *subject headings* and *subdivisions*. As used in this manual, the term refers specifically to the subject authority file created and maintained by the Library of Congress and used to produce the publication *Library of Congress Subject Headings (LCSH)*. The term is frequently used interchangeably with the terms *Library of Congress Subject Headings* or *LCSH*.

Subject authority record. An *authority record* for a *subject heading*.

Subject heading. A heading in a 6XX field in a MARC bibliographic record, consisting of either a single element in an \$a subfield or of an \$a subfield followed by subdivisions in \$v, \$x, \$y, and/or \$z subfields, that designates what a work is or what it is about.

Topical heading. A type of *subject heading* that expresses what a work is about.

Topical subdivision. A type of subject heading *subdivision* that appears in an \$x subfield of a 6XX field and that designates a specific aspect, or subtopic, of the main heading other than period, place, or form.

UF, see Use reference

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Uniform title. The title by which a work is identified for cataloging purposes. It distinguishes one work from others, often in conjunction with the *main entry*. It may also collocate the works of a person, corporate body, etc. An AACR2 concept, the term is not used in RDA cataloging.

Use reference. A reference from a term that is not a valid for use as a subject heading to an equivalent term that is a valid heading. Use references are traced in 4XX fields in *subject authority records*.