BASIC CREATION OF NAME AND TITLE AUTHORITIES

Trainee Manual

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Table of Contents

General Introduction

Module 1 **Introduction**
Exercises
Module 2 **Basics of the MARC authority record**
Module 3 **Resources**
Exercises
Module 4 **Personal names**
Exercises
Module 5 **Uniform Titles**
Exercises
Module 6 **Corporate bodies**
Exercises
Module 7 **Meeting names**
Exercises
Module 8 **Geographic/Jurisdiction Names**
Exercises
Module 9 **NACO Program**
Module 10 **Module for Reference Librarians**
Handout for Modules 10 and 11
Module 11 **Module for System Designers**
Handout for Module 11

Appendices:
A: **MARC 21 Codes and Tags**
B. **Sample Authority Records**
C: **Bibliography**
D: **Answers to Exercises**
E: **Workshop Evaluation Form**

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BASIC CREATION OF NAME AND TITLE AUTHORITIES

Module 1: Introduction

1

Scope

- Why do authority work?
- Principles of cataloging underlying authority control
- Benefits of authority control
- What is authority work?
- In-house administration and outsourcing

2

Assumptions

For this workshop we assume that:

- Catalogers use national standards: AACR2, LCRIs, and MARC 21
- Catalogers are working in an online environment
- Library is not a NACO institution

3

Why do authority work?

4

Need for authority work

We need to do authority work because:

- There is no consistency present in materials cataloged
  - Names and titles vary
  - Names and titles change
- Headings that are not controlled present challenges to catalog users

5

Need for authority work: names vary

- Different names in different publications:

  James R. Smith

  J.R. Smith

  Jim Smith
- Different names in same publication

  Title page: World Soybean Research Conference

  Cover: Soybean Research Conference

  Preface: Conference on World Soybean Research

6

Need for authority work: titles vary

- One title on the title page and another on the cover
  Title page: Daisy Rabbit's tree house
  Cover: Story from the village of Sandy Edge
- One title on the cover and a different title in the running title
  Cover: Magna bibliotheca anglo-judaica
  Running title: Bibliotheca anglo-judaica
- Motion picture reissued under a different title
  Italian title: Ilaria Alpi, il piu crudele dei giorni
  English title: Cruelest day

7

Need for authority work: names change

- Women get married and take their husband's name
  Jacqueline Kennedy Onassis
- Actors take on stage names
  Real name: Allen Stewart Konigsberg
  Stage name: Woody Allen
- Corporate bodies merge and split
  Northside Neighborhood Association merges with Westside Neighborhood Association to create North-Missoula Community Development Corporation

8

Need for authority work: titles change

- Serial changes its title

  SAMPE quarterly becomes the **Journal of advanced materials**
- Editions are revised and published under a different title

  1965 ed.: Marine decapod crustaceans of the Carolinas

  1984 ed.: Shrimps, lobsters, and crabs of the Atlantic Coast of the Eastern United States, Maine to Florida

9

Principles of Cataloging Underlying Authority Control

10

Paris principles, 1961

Functions of the Catalogue

The catalogue should be an efficient instrument for ascertaining

2.1 whether the library contains a particular book specified by
(a) its author and title *or*
(b) if the author is not named in the book, its title alone, *or*
(c) if author and title are inappropriate or insufficient for identification, a suitable substitute for the title; and

2.2
(a) which works by a particular author and
(b) which editions of a particular work are in the library.

11

Principles of cataloging

- Principle of uniform headings
- Principle of unique headings
- Principle of the name commonly known
- Principle that a change of name is a change of identity
- Principle of hierarchical force

12

Principle of uniform headings

Two different names representing the same entity (name variation) should be resolved into one heading with see references from variants

13

Principle of uniform headings: examples

Jones, Jim, 1948-
***Search under*:**
Jones, James T., 1948-

Bouvier, Jacqueline, 1929-
***Search under*:**
Onassis, Jacqueline Kennedy, 1929-

Kennedy, Jacqueline Bouvier, 1929-
***Search under*:**
Onassis, Jacqueline Kennedy, 1929-

14

Principle of uniform headings: examples

FBI

***Search under*:**
United States. Federal Bureau of Investigation

Chance meeting (Motion picture)

***Search under*:**
Blind date (Motion picture)

15

Principle of unique headings

Two different entities with the same name should be given different headings

16

Principle of unique headings: examples

Two people named George Bush

Bush, George, 1924-
Bush, George W. (George Walker), 1946-

17

Principle of unique headings: examples

Two museums called Museum of Modern Art

Museum of Modern Art (New York, N.Y.)
Museum of Modern Art (Rijeka, Croatia)

18

Principle of unique heading: examples

Different films released under the same title

Star is born (Motion picture : 1937)
Star is born (Motion picture : 1954)

19

Principle of the name commonly known

Use for the uniform heading the name by which an entity is most commonly known

20

Principle of the name commonly known

- Personal names (AACR2 22.1A, 22.1B): form found on items issued in the person's language or in reference sources
- Corporate names (AACR2 24.1A): form found on items issued by the body, in the language of the body, or in reference sources
- Works (AACR2 25.3A): Commonly-appearing title in original language

21

Principle of the name commonly known: examples

Konigsberg, Allen Stewart
***Search under*:**
Allen, Woody

Blair, Eric Arthur, 1903-1950
***Search under*:**
Orwell, George, 1903-1950

22

Principle of the name commonly known: examples

Eliot, Thomas Stearns, 1888-1965

***Search under*:**

Eliot, T. S. (Thomas Stearns), 1888-1965

23

Principle of the name commonly known: examples

PLO

Search under:

Munazzamat al-Tahrir al-Filastiniyah

Tchaikovsky, Peter Ilich, 1840-1893. Nutcracker suite

Search under:

Tchaikovsky, Peter Ilich, 1840-1893. Shchelkunchik. Suite

24

Principle that a change of name is a change of identity

In some cases a change of name implies a change of identity.

In cataloging theory this includes:

- Pseudonyms
- Corporate bodies
- Works

In these cases, both names are valid and should be represented in a library catalog

25

Principle that a change of name is a change of identity: pseudonyms

If an author uses different pseudonyms (AACR2 22.2B):

- Each different name has its own heading
- Refer from one to the other
- In some cases an author must have works of different types to have separate headings

26

Principle that a change of name is a change of identity: pseudonyms examples

Dodgson, Charles Lutwidge, 1832-1898
Search also under:
Carroll, Lewis, 1832-1898

Carroll, Lewis, 1832-1898
Search also under:
Dodgson, Charles Lutwidge, 1832- 1898

27

Principle that a change of name is a change of identity: corporate bodies

When a corporate body changes its name (AACR2 24.1C1):

- Establish separate headings for each new name
- Refer from one to the other

28

Principle that a change of name is a change of identity: corporate bodies examples

National Association for the Study and Prevention of Tuberculosis
***Search also under the later heading*:**
National Tuberculosis Association

National Tuberculosis Association
***Search also under the earlier heading*:**
National Association for the Study and Prevention of Tuberculosis

29

Principle that a change of name is a change of identity: corporate bodies examples

British Honduras
***Search also under the later heading*:**
Belize

Belize
***Search also under the earlier heading*:**
British Honduras

30

Principle that a change of name is a change of identity: works

- In many cases when a work changes its name it retains its identity.
- For example when a work is translated and receives a new title it remains the same work

Twain, Mark, 1835-1910. Aventuras de Huckleberry Finn

Search under

Twain, Mark, 1835-1910. Adventures of Huckleberry Finn. Spanish

31

Principle that a change of name is a change of identity: works

- However, in some cases when a work changes its name it does not retain its identity
- Under AACR2 25.2B a manifestation of a work in the same language that is a revision or updating of the original work is not connected by a uniform title but by giving the title of the earlier edition in a note in the entry for the later edition and by making an added entry as appropriate

32

Principle that a change of name is a change of identity: works examples

- 2nd ed, 1977: Basic human psychology
- 3rd ed., 1982: Human physiology and mechanisms of disease
- Both by Arthur C. Guyton
- No uniform title used to connect the two

33

Principle of hierarchical force

When a heading has a hierarchical relationship to any other headings that begin with that heading, cross references made on the main heading are not repeated on the subordinate headings

34

Principle of hierarchical force: examples

- A cross reference from ‘FBI’ is on the record for ‘United States. Federal Bureau of Investigation’
- The FBI reference is not repeated on records for corporate subdivisions of the FBI

35

Principle of hierarchical force: examples

- Cross references to Tchaikovsky are only on the authority record for Tchaikovsky
- Cross references to Nutcracker are only on the authority record for Nutcracker
- Cross references to Nutcracker suite are only on the authority record for the suite

36

EXERCISES 1-10

Identify the cataloging principle being applied in each of these cases

37

Benefits of Authority Control

38

Benefits for catalog users and public services librarians

- Guarantee that users find *all* the works of the author they are looking for
- Guarantee that users find the particular work they are looking for
- Increases precision and recall
- Reduces large result sets
- Federated searching can be done with more confidence

39

Benefits for vendors

- Provides for more efficient searching
- Provides for adherence to standards so data can be more easily manipulated by computers
- Less computer power

40

Benefits for technical services

- Catalogers
  - catalog is more accurate
  - provides for adherence to standards
  - allows for exchange of records
- Acquisitions
  - less likely to acquire duplicates
- ILL
  - fewer mistakes

41

Benefits for administrators

- Shows a standard of professional service
- Provides for more efficient searching
- Potential cost savings

42

What is Authority Work?

43

What is an authority file?

- Collection of individual authority records
- Includes all types of headings (names, titles, subjects, etc.)
- Different and often separate from the bibliographic file

44

The authority record

Most authority records are created using nationally accepted standards and rules including:

- Anglo American Cataloging Rules 2nd Edition (AACR2)
- Interpretations of the AACR2 rules by the Library of Congress (Library of Congress Rule Interpretations; LCRIs)
- MARC21 format for authority data

45

The authority record

Authority records include:

- Preferred form (1XX): used
- See reference tracings (4XX): not used
- See also reference tracings (5XX): related headings
- Sources for the heading and references (6XX)
- Scope and history notes (6XX)

46

The authority record: see reference example

As found in authority record:

110 2_ $a Royal Canadian Mounted Police

410 2_ $a Mounties

As displayed in OPAC:

Mounties

search under:

Royal Canadian Mounted Police

47

The authority record: see also reference example

As found in authority record:

110 1_ $a United States. $b Dept. of Homeland Security

510 1_ $w a $a United States. $b Office of Homeland Security

As displayed in OPAC:

United States. Dept. of Homeland Security

***Search also under the earlier name*:**

United States. Office of Homeland Security

48

The authority record: source of information example

100 1_ $a Stuart, Gloria
670 __ $a The crime of Dr. Forbes [MP], 1936: $b credits (cast, Gloria Stuart)
670 __ $a Halliwell's Filmgoer's comp., 1988 $b (Stuart, Gloria; b. 1909; AKA Gloria Stuart Finch)
670 __ $a Letter from Gloria Stuart, 1- 30-89 $b (operator of private press is same as actress)

49

The authority record: information/usage note example

151 __ $a Germany (East)
667 __ $a Headings for Germany until the end of World War II are found under: Germany. Headings for the government of the Territory under Allied occupation which existed 1945-1955 are found under: Germany (Territory under Allied occupation, 1945-1955); Germany (Territory under Allied occupation, 1945-1955 : British Zone); Germany (Territory under Allied occupation, 1945- 1955 : French Zone); Germany (Territory under Allied occupation, 1945-1955 …

50

Relation between authority and bibliographic files

- Bibliographic headings correspond to authority headings
- Headings in authority records control headings in bibliographic records

51

Links between authority and bibliographic records

- Depends on the library system
- Some systems link between authority and bibliographic headings which enables automatic global modification of headings

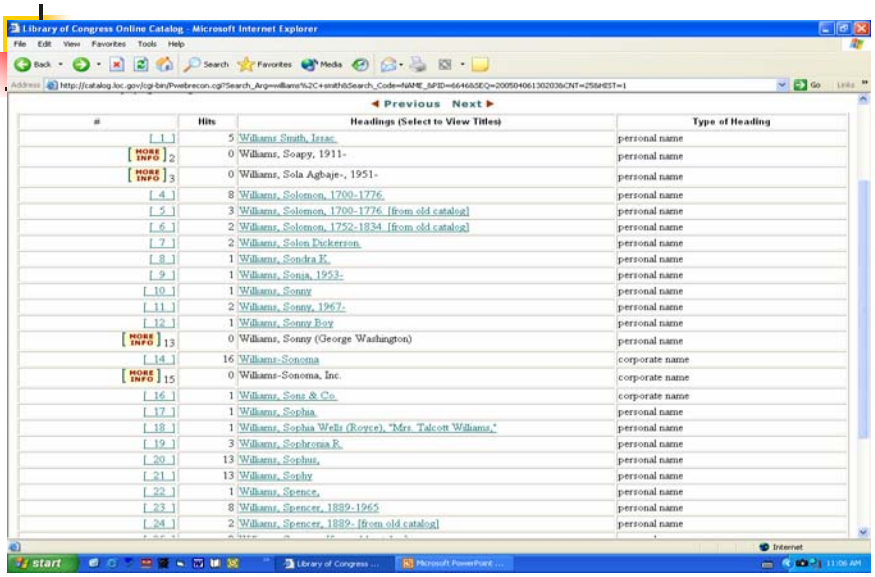
52

Browsing headings

- Alphabetical list of headings similar to heading being searched
- Should include see references
- Increases precision and recall

53

Browsing headings



54

In-house administration and outsourcing

55

In-house authority control

Authority work performed by library's own staff

Who does the work?

- Paraprofessional vs. professional
- Dedicated authority librarian

Other issues:

- Staff education

56

In-house authority control

Issues to address:

- File maintenance over time
- Workflows
- Pre- vs. post- cataloging
- When to create an authority record
- Use of the LC/NACO authority file

57

Outsourcing authority control

Authority work performed by a vendor, outside of library

- Vendors can provide a variety of services that can do all or just parts of a library's authority work
- Bibliographic records can be shipped to a vendor in batches
- Vendors provide reports to help do clean up and maintenance of authority files

58

Outsourcing authority control: selected vendors

- Marcive
- Backstage
- Autographics
- Follett Software, Inc.
- Gaylord
- Internet Systems, Inc.
- LSSI
- Library Technologies (LTI)
- ITC

59

Outsourcing authority control: questions

- What are your goals?
- How does your system deal with automated bibliographic changes? How will vendor loads affect this?
- What is the schedule for ongoing maintenance?
- What is the pricing structure?
- How will you match hierarchical headings?
- Which subfields are included in matching?

60

Outsourcing authority control: questions

- Which tags and indicators are included in matching?
- How will you deal with ‘blind’ headings used with additions?
- Do you have old national authority records in your local file?
- How will you deal with tag and indicator changes?

61

Outsourcing authority control: questions

- Do you have authority records in your file that were only created locally? What about any local additions to authority records?
- How are diacritics encoded?
- How is normalization used in matching?
- How are records marked by vendor?
- Is there handling of parallel vernacular fields (880s)?
- Are there local software modifications?

62

Outsourcing authority control: reports

Authority control vendors can supply one or more reports showing things done and things that need your attention. Some reports include:

- Two identical 4XX fields (split heading?)
- Changes in ‘unique personal name’ code

63

Outsourcing authority control: caveats

- False matches may result in heading change
- Exclude irrelevant subfields (e.g., 700 $e)
- Heading becomes undifferentiated or undifferentiated heading splits
- Exclude series and conference headings
- Vendor’s copy of your authority file must be kept in sync

64

END OF MODULE 1

65

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EXERCISES FOR MODULE 1: INTRODUCTION

Identify the cataloging principle being applied in each of these cases.

Exercise 1:

The CIA Counterterrorist Center is entered under 'United States. DCI Counterterrorist Center.' There is no cross reference on its authority record from any heading that includes 'CIA'. Instead, the cross reference from CIA appears only on the authority record for 'United States. Central Intelligence Agency.'

__Uniform headings __Unique headings
__Name commonly known __Hierarchical force
__Change of name is change of identity

Exercise 2:

The author Donald Westlake has used a number of pseudonyms, including Curt Clark, Tucker Coe, John B. Allan, Richard Stark and Samuel Holt. The Library of Congress has established an authority record for each of these names, with see also references to lead users from one to another.

__Uniform headings __Unique headings
__Name commonly known __Hierarchical force
__Change of name is change of identity

Exercise 3:

Sara Shatford Layne originally published under her maiden name (Sara Shatford), but after she married, she published under her married name (Sara Shatford Layne). The Library of Congress has established her name as Layne, Sara Shatford with a cross reference from Shatford, Sara

__Uniform headings __Unique headings
__Name commonly known __Hierarchical force
__Change of name is change of identity

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Exercise 4:

The Library of Congress has established the following headings:

Natural History Museum (London, England)
Natural History Museum (Nepal)

__Uniform headings __Unique headings
__Name commonly known __Hierarchical force
__Change of name is change of identity

Exercise 5:

The actor John Wayne's real name was Marion Michael Morrison, but he never worked under that name. The Library of Congress has established his name as 'Wayne, John, 1907-1979' with a cross reference from 'Morrison, Marion Michael, 1907-1979.'

__Uniform headings __Unique headings
__Name commonly known __Hierarchical force
__Change of name is change of identity

Exercise 6:

Alfred Hitchcock's film ‘Young and innocent’ was released in the United States under the title ‘The girl was young.’ In the LC/NACO authority file it is established as 'Young and innocent (Motion picture)' with a cross reference from 'Girl was young (Motion picture).'

__Uniform headings __Unique headings
__Name commonly known __Hierarchical force
__Change of name is change of identity

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Exercise 7:

There have been several author/creators named Karl Marx, including Karl Marx the writer on capitalism (b. 1818 and d. 1883) and Karl Marx the composer (b. 1897 and d. 1985). The Library of Congress has established these two people as:

Marx, Karl, 1818-1883
Marx, Karl, 1897-

__Uniform headings __Unique headings
__Name commonly known __Hierarchical force
__Change of name is change of identity

Exercise 8:

The poet Edward Estlin Cummings published all of his poetry under the name e.e. cummings. The Library of Congress has established his name as 'Cummings, E. E. (Edward Estlin), 1894-1962' with a cross reference from 'Cummings, Edward Estlin, 1894-1962.'

__Uniform headings __Unique headings
__Name commonly known __Hierarchical force
__Change of name is change of identity

Exercise 9:

The Association for Library Collections & Technical Services (ALCTS) used to be called the Resources and Technical Services Division. The Library of Congress has established both of the following headings, with see also references to lead users from one to the other:

Association for Library Collections & Technical Services
American Library Association. Resources and Technical Services Division

__Uniform headings __Unique headings
__Name commonly known __Hierarchical force
__Change of name is change of identity

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Exercise 10:

Petrarch's work *Book without a name* is entered under 'Petrarca, Francesco, 1304-1374. Sine nomine. English.' There is no cross reference in that authority record from a form that includes the name 'Petrarch.' The cross reference from 'Petrarch' appears only on the authority record for 'Petrarca, Francesco, 1304-1374.'

__Uniform headings __Unique headings
__Name commonly known __Hierarchical force
__Change of name is change of identity

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BASIC CREATION OF NAME AND TITLE AUTHORITIES

Module 2: Basics of the MARC Authority Record

1

Scope

- Definition of MARC and its history
- MARC standards in authority control
- Basic components and content designators
- How authority records display
- Relationship of authority and bibliographic records

2

Definition of a MARC authority record

- MARC = **Ma**chine **R**eadable **C**ataloging record
- Machine readable means that computers can read, and interpret the data in an authority record

3

History of MARC

- 1960s: LC MARC bibliographic format
- 1970s: Authority format
- 1990s: MARC formats evolved into MARC 21
- MARC authority standards are maintained by LC and MARBI
- Most libraries use MARC 21 records for their authority work

4

Documentation

- Documentation published in the *MARC 21 Format for Authority Data*. It is available in print and online as part of the MARC infobases in *Cataloger's Desktop*
- The *MARC21 Concise Format for Authority Data*, can be found online, for free at:

  http://www.loc.gov/marc/authority/ecadhome.html

5

MARC and authority control

- MARC authority records contain established forms of headings, reference tracings, and notes
- Authority control is the process of establishing headings and using those headings for access points on bibliographic records

6

MARC and authority control

Basic labeled display of bibliographic information

Author:	**Winter, Douglas E., 1950-**
Main Title:	Stephen King, the art of darkness / by Douglas E. Winter.
Published:	New York : New American Library, c1984.
Description:	xix, 252 p. [8] p. of plates : ill. ; 24 cm.
Subjects:	**King, Stephen,1947- --Criticism and interpretation.**
	Horror tales, American--History and criticism.

7

Role of MARC authority records

MARC authority records:

Do not

- Set rules for formulating headings

Do

- Allow exchange of information via mutually accepted standards

8

Role of MARC authority records

MARC authority records:

Do not

- Represent library materials

Do

- Act as *carriers* of authority record content
- Provide a framework that links headings and access points for searching library materials

9

Looking at the MARC authority record

- Framework
- Fields
- Content designators
  - Tags
  - Indicators
  - Subfield codes/delimiters
- Basic authority record content
- Basic structural component

10

MARC authority record: framework

The framework of the MARC authority record provides a mechanism that allows:

- Searching for headings
- Displaying headings, related headings and bibliographic records containing the headings
- Retrieving specific data within an authority record
- Sharing of authority records
- Receiving automated updates from authority vendors

11

Authority record displays in library systems

Bibliographic databases/library systems display authority searches and records in different ways. This indicates:

- The flexibility of the MARC format
- How authority record content remains intact when *shared* between bibliographic databases and library systems

12

OCLC authority search

Cataloging | Authorities | Express | Pathfinders | General | OCLC

Search | Browse | Create | Show

Search Options | * Authority File | Create Options | Show Options

Browsing the Authority file Expanded Personal Names index

View Record 0 View List Expanded term Root Results

Expanded Results

Cross, Amanda, ‡d 1926-2003	
E1. [100]	3 records
E2. [500]	1 record
E3. ‡t Collected stories [400]	1 record
E4. ‡t Short stories. ‡k Selections [100]	1 record
Cross, Amanda B.	
E5. [100]	1 record
Cross, Amy, ‡d 1856-1939	
E6. [100]	1 record
Cross, Amy Beth	
E7. [400]	1 record
Cross, Amy J.	
E8. [100]	1 record
Cross, Amy Willard	
E9. [100]	1 record
Cross, Andrew	
E10. [100]	1 record
Cross, Andrew B. ‡q (Andrew Boyd), ‡d 1809 or 10-1889	
E11. [100]	1 record
Cross, Andrew Boyd, 1809 or 10-1889	

OCLC authority record display

Cataloging | Authorities | Express | Pathfinders | General | OCLC

Search | Browse | Create | Show

Search Options | * Authority File | Create Options | Show Options

1 Root Results Expanded Results Search Results Record 1 of 3

Edit Editing Authority Record Action Action View MARC Template

Authority File: Cross, Amanda, 1926-2003

ARN 601723

Rec stat	c	Entered	19810615		Replaced	20070719051822.0			
Type	z	Upd status	a		Enc lvl	n		Source	
Roman	l	Ref status	a		Mod rec			Name use	
Govt agn	l	Auth status	a		Subj	a		Subj use	
Series	n	Auth/ref	a		Geo subd	n		Ser use	
Ser num	n	Name	a		Subdiv tp	n		Rules	

010			n 81056248 $z sh 88000194
040			DLC $b eng $c DLC $d DLC $d MCo $d OCoLC
053		0	PS3558.E4526
100	1		Cross, Amanda, $d 1926-2003
500	1		Heilbrun, Carolyn G., $d 1926-2003
670			Her Poetic justice, 1981, c1970: $b t.p. (Amanda Cross) verso t.p. (copr.: Carolyn Heilbrun)
670			Cont. auth., $b v. 45 (under Heilbrun, Carolyn G(old): pseud. Amanda Cross; b. 1/13/26)
670			Washington Post, 14 Oct. 2003: $b obit. (Carolyn Heilbrun; found dead in her NYC apartment 9 Oct. 2003; retired prof. at Columbia University; specialized in modern British literature, feminist criticism and mystery novels under pseud. Amanda Cross)

14

LC authority search

The Library of Congress >> Go to Library of Congress

LIBRARY OF CONGRESS AUTHORITI

Help | New Search | Search History | Headings List | Start Over

SOURCE OF HEADINGS: Library of Congress Online Catalog

INFORMATION FOR: Cross, Amanda, 1926-

FIELD	Select a Link to View the Authority Record
Heading (1XX)	Cross, Amanda, 1926-
Search Also Under (5XX)	Heilbrun, Carolyn G., 1926-

15

LC authority record display

MARC Display (Library of Congress Authorities)

MARC Display | Labelled Display

LC Control Number: n 81056248

HEADING: Cross, Amanda, 1926-

000 00599cz 2200169n 450
001 58986
005 20011206053405.0
008 810615n| acannaabn |a aaa
010 __ |**a** n 81056248 |**z** sh 88000194
035 __ |**a** (OCoLC)oca00601723
040 __ |**a** DLC |**b** eng |**c** DLC |**d** DLC |**d** MCo |**d** OCoLC
053 _0 |**a** PS3558.E4526
100 1_ |**a** Cross, Amanda, |**d** 1926-
500 1_ |**a** Heilbrun, Carolyn G., |**d** 1926-
670 __ |**a** Her Poetic justice, 1981, c1970: |**b** t.p. (Amanda Cross) verso t.p. (copr.: Carolyn Heilbrun)
670 __ |**a** Cont. auth., |**b** v. 45 (under Heilbrun, Carolyn G(old): pseud. Amanda Cross; b. 1/13/26)
953 __ |**a** be14 |**b** fc23

16

LC authority record labeled display

17

Authority record displays in library systems

- MARC authority records are important to successful searches in library catalogs
- Different systems can index fields and display them in different ways
- MARC authority records remain intact when shared between bibliographic databases

18

Fields

- Authority records are divided into fields
- A field is a string of characters identified by a tag and ending with field terminator
- Authority record content and data are recorded in fields
- Some fields are repeatable

19

Fields

Example of a MARC authority field for a personal name heading:

100 1_ $a West, Dottie, $d 1932-1991

- Within fields are “signposts” or content designators

20

Fields: content designators

- Three kinds of content designators:
  - Tags
  - Indicators
  - Subfield codes
- They label and explain the data in the authority record

21

Content designators: tags

Each field has a **tag:**

- Tags identify the field and content
- Tags are always 3-digit numbers

Examples:

100 Tag for a personal name heading
400 Tag for a *see from tracing* for a personal name
670 Tag for a note field

22

Content designators: indicators

- Indicators are placed in the two positions that follow the tag (exceptions are fields 001-009)
- Both indicator positions can be undefined, both can be used, or only one can be used
- When an indicator position is not defined, the position is left “blank”
- Indicator values are numbers from 0-9.

For purposes of this training, “blank” for undefined positions will be indicated by an underscore “_”

23

Content designators: indicator examples

100 **1**_	One indicator used
100 **0**_	One indicator used
400 **1**_	One indicator used
670 __	Both indicators not used
050 _**4**	One indicator used
050 **00**	Both indicators used

24

Content designators: subfield codes

Many fields contain types of data called subfields

- Most fields contain several related subfields
- Subfields are preceded by a delimiter and subfield code combination
- Delimiters are characters that separate subfields
- Subfield codes are usually lowercase and indicate what type of data follows it

25

Content designators: subfield code examples

100 1_ **$a** West, Dottie, **$d** 1932-1991

100 **$a** Personal name

100 **$d** Dates associated with the person

110 2_ **$a** American Library Association. **$b** Acquisitions Committee

110 **$a** Corporate name

110 **$b** Subordinate unit of the corporate name

26

Authority record content

Headings 1XX

Authorized form of the name (personal names, corporate names, meeting names) name/titles, and uniform title

Tracings and references

See references 4XX

See also references 5XX

Notes 6XX

Cite sources that support choice of headings, tracings and references or give additional information explaining relationships between them. Some display in OPACS—others are for staff information.

27

Authority record content: examples

Name headings:

100 1_ $a Picasso, Pablo, $d 1881-1973
[personal name]

110 2_ $a Films for the Humanities & Sciences (Firm)
[corporate name]

111 2_ $a Science & Technology Forum
[meeting name]

28

Authority record content: examples

Geographic name headings:

151__ $a Los Angeles (Calif.)

151_0 $a Märkisches Viertel (Berlin, Germany)

29

Authority record content: examples

Uniform title headings:

130 _0 $a Cantar de mío Cid [individual title]

130 _0 $a Cid (Epic cycle) [collective title]

---

130 _0 $a Dance of Death

30

Authority record content: examples

Name/title combination:

100 1_ $a Hemingway, Ernest, $d 1899-1961. $t Fifty grand

100 1_ $a King, Stephen, $a 1947- $t Bag of bones. $l Hebrew

31

Control subfield $w

- Precedes $a in most cases
- Contains up to 4 character positions
- Controls display and indicates special meaning of headings
- Used only by exception
- Not all reference headings use $w

32

Authority record content: $w examples

Name heading with references tracings:

100 1_ $a King, Stephen, $d 1947-
[Authorized form]

400 1_ $a King, Stiven, $d 1947-
[See from tracing]

500 1_ $w nnnc $a Bachman, Richard
[See also from tracing]

500 1_ $w nnnc $a Druse, Eleanor
[See also from tracing]

33

Authority record content: 670 source data found note

- 670 field contains a citation for a source that provides information about the content of the authority record
- May also include information found in the source
- Both indicators are undefined
- These notes are the most common ones used in authority records

34

Authority record content: example source data found notes

For King, Stephen, 1947-

670 __ $a Washington Post, 4/9/85 $b (Stephen King has written 5 novels using the pseudonym Richard Bachman)

670 __$a Amazon.com, via WWW, May 27, 2004 $b (The journals of Eleanor Druse, 2004; Eleanor Druse is a fictional author created by Stephen King)

35

MARC structural components

Three main structural components in MARC 21 authority records:

- Leader
- Directory
- Variable fields
  - Variable control fields
  - Variable data fields

36

Structural components: leader

- Contains information needed for the processing of the authority record
- Contains coded values placed in character positions
- Most data is used to read and process the authority record
- Most data is computer generated
- Displays as part of “fixed fields”

37

Leader: OCLC example

ARN:	4674588						
Rec stat:	c	Entered:	19980303				
Type:	z	Upd status:	a	Enc lvl:	n	Source:	c
Roman:	■	Ref status:	a	Mod rec:		Name use:	a
Govt agn:	■	Auth status:	a	Subj:	a	Subj use:	a
Series:	n	Auth/ref:	a	Geo subd:	n	Ser use:	b
Ser num:	n	Name:	a	Subdiv tp:	n	Rules:	c

- Leader positions are in the boxes
- *Mnemonics* are used as labels to prompt catalogers regarding codes to use

38

Leader data elements

Record status

c = Corrected or revised

d = Deleted

n = New

Type of record:

z = Authority data (only code used)

Encoding level

n = Complete authority record

39

Structural components: directory

- The directory is a series of entries that indicate tags, length and starting positions of each variable field
- It is always computer generated
- Except for tags, it does not display

40

Structural components: variable fields

- MARC data is organized into variable fields:
- There are two kinds of variable fields
  - **Variable control fields**
  - **Variable data fields**

41

Structural components: variable control fields

- 00X fields (001-009)
- Identified by a tag in the Directory
- Contain no indicators or subfield codes
- Contain either single data elements or a series of fixed length data elements

42

Structural components: variable control field examples

- 001 Control number
- 003 Control number identifier
- 005 Date and time of latest transaction
  - These fields are usually system generated
- 008 Fixed-length data elements
  - Some of the codes can be defaults in defined systems; some need to be evaluated and supplied by the cataloger

43

Variable control field: 008

- Referred to as the Fixed Field codes
- Contains 40 positions for coding
  - Unused positions contain a blank or fill character
- It has no indicators or subfield codes
- Data is used to identify and retrieve records matching certain criteria

44

Variable control field: 008

- Contains coded information about the record as a whole
- Identifies aspects of the 1XX headings or 4XX/5XX tracing fields
- Some systems display the 008 position codes with *mnemonics*
- Some codes in the 008 relate to the variable data fields in the authority record

45

008 field: OCLC example

ARN:	4674588						
Rec stat:	c	Entered:	19980303				
Type:	z	Upd status:	a	Enc lvl:	n	Source:	c
Roman:	■	Ref status:	a	Mod rec:		Name use:	a
Govt agn:	■	Auth status:	a	Subj:	a	Subj use:	a
Series:	n	Auth/ref:	a	Geo subd:	n	Ser use:	b
Ser num:	n	Name:	a	Subdiv tp:	n	Rules:	c

- Outlined area shows the 008 fields
- Labels are called *mnemonics*. These act as prompts to indicate what codes to use
- If local systems use *mnemonics*—but they might be different than those used by OCLC

46

RLIN21 - Authority 008 Display - Netscape

File Edit View Go Bookmarks Tools Window Help

Authority 008 Display for NAF02004115928

(00-05) Date entered on file	2004-12-01
(06) Direct or indirect geographic subdivision	n = Not applicable
(07) Romanization scheme	? = No attempt to code
(08) Language of catalog	• = No information provided
(09) Kind of record	a = Established heading
(10) Descriptive cataloging rules	c = AACR 2
(11) Subject heading system/thesaurus	a = Library of Congress Subject Headings
(12) Type of series	n = Not applicable
(13) Numbered or unnumbered series	n = Not applicable
(14) Heading use-main or added entry	a = Appropriate
(15) Heading use-subject added entry	a = Appropriate
(16) Heading use-series added entry	b = Not appropriate
(17) Type of subject subdivision	n = Not applicable
(28) Type of government agency	? = No attempt to code
(29) Reference evaluation	a = Tracings are consistent with the heading
(31) Record update in process	a = Record can be used
(32) Undifferentiated personal name	a = Differentiated personal name
(33) Level of establishment	a = Fully established
(38) Modified record	• = Not modified
(39) Cataloging source	c = Cooperative cataloging program

47

Variable data fields

- Fields 010-999
- Identified by tags
- Contain indicators
- Contain subfield codes and delimiters preceding the data
- Contain the established heading, reference tracings, notes, etc.

48

Variable data fields blocks

0XX Standard numbers
1XX Headings (personal name, corporate body, meetings, uniform titles)
4XX See from tracings
5XX See also from tracings
6XX Notes
7XX Linking fields
8XX Alternate graphics
9XX For local use

49

Variable data fields: groups

- The last two tag numbers identify content within the fields
- They are called *parallel content designations*

X00 Personal name
X10 Corporate names
X11 Meetings
X30 Uniform titles
X51 Geographic names

50

Variable data fields

- The 1XX, 4XX, 5XX, and 7XX blocks and the parallel content designations are important when using authority records
- Used together they can help to recognize the content of the field

51

Variable data field: examples

Patterns in tags

- Personal name headings with reference tracings might have a 100, 400, 500
- Corporate body headings with reference tracings might have a 110, 410, 510

52

Variable data field: examples

Patterns in tags (cont.)

- Meeting headings with reference tracings might have a 111, 411, 511
- Uniform title headings with reference tracings might have a 130, 430, 530
- Geographic names with reference tracings might have a 151, 451 551

53

Variable data fields/008 field

- 008 codes can relate to special aspects in variable data fields in the authority record

Example

008

790802n?#acannaabn#########?a#aaa#####

Heading: 100 1# $a King, Stephen, $d 1947-

Cat. source: 040## $a DLC$beng$cDLC …..

- Since this is an established personal name heading (100), the 008/09 (Kind of record) is coded with a (for established heading)
- LC established this heading (040 DLC) so the 008/39 is coded # to show that LC is a national bibliographic agency

54

Relationship of authority headings to bibliographic records

Established personal name heading:

100 1_ $a King, Stephen, $d 1947-

In the bibliographic record as a subject:

600 10 $a King, Stephen, $d 1947-

55

Relationship of authority headings to bibliographic records

Established meeting name heading:

111 2_ $a Biennale di Venezia

In the bibliographic record as a subject:

611 20 $a Biennale di Venezia.

56

Relationship of authority headings to bibliographic records

Established geographic name heading:

151__ $a Los Angeles (Calif.)

In the bibliographic record as a subject:

651_0 $a Los Angeles (Calif.)

57

Relationship of authority headings to bibliographic records

Established corporate name heading:

110 20 $a Johnson & Johnson

In the bibliographic record as a subject:

610 20 $a Johnson & Johnson.

58

Relationship of authority headings to bibliographic records

Established personal name heading:

100 1_ $a Beahm, George W.

In the bibliographic record as added entry:

700 1_ $a Beahm, George W.

59

Relationship of authority headings to bibliographic records

Established personal name headings:
100 1_ $a King, Stephen, $d 1947-
100 1_ $a Miller, Chuck, $d 1952-

In the bibliographic record:
100 1_ $a King, Stephen, $d 1947-
600 10 $a King, Stephen, $d 1947-
700 1 _$a Miller, Chuck, $1952-

60

MARC 21 communications formatted record

This block of data is what programmers see when looking at a MARC file

00388nz###2200121n##4500001000800000005001700008
008004100025010001700066040001600083100002800099
670005600127670008300183¶6598594¶20030410155436.
0¶030324n|#acannaabn##########|n#aaa######¶##
╪an
b2003031560¶## ╪aUk╪beng╪cUk¶1# ╪aSmith, Margaret,
╪d1937-¶## ╪aFrom Victorian Wessex, 2003:╪bt.p.
(Margaret
Smith)¶## ╪aLetter from author, 24 Mar. 2003╪b(Margaret
Isabella Smith, born 26 July 1937)¶■

61

Formatted authority record: tagged display

Leader: 00388nz###2200121n##4500

Control no.	001	6598594
Last trans.	005	20030410155436.0
Fixed data	008	030324n|#acannaabn##########|n#aaa######
LCCN	010 ##	$a nb2003031560
Cat. Source	040 ##	$a uk$beng$cUk
Heading	100 1#	$a Smith, Margaret, $d 1937-
Source note	670 ##	$a From Victorian Wessex, 2003: $b t.p. (Margaret Smith)
Source note	670 ##	$a Letter from author, 24 Mar. 2003 $b (Margaret Smith born 26 July 1937)

62

Summary

- Importance and necessity of authority control in the automated environment
- Importance of MARC 21 standards in authority control
- Structural components of the MARC authority record

63

Summary (cont.)

- Authority record content
- Relationships between variable control fields and variable data fields
- Relationships between headings in the authority record and the bibliographic record

64

End of Module 2

65

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BASIC CREATION OF NAME AND TITLE AUTHORITIES

Module 3: Resources

1

Standards for Authority Records

Most authority records are created using nationally accepted standards and rules including:

- Anglo American Cataloging Rules 2nd Edition (AACR2)
- Interpretations of the AACR2 rules by the Library of Congress (Library of Congress Rule Interpretations; LCRIs)
- MARC21 format for authority data

2

Additional Resources

Additional resources available to help create an authority file include:

- NACO participants' manual
  http://www.loc.gov/catdir/pcc/naco/npm2ed.pdf
- Maxwell's guide to authority work by Robert L. Maxwell. Chicago, American Library Association, 2002.
- Documents from this workshop

3

4

Sources consulted

Sources consulted are cited in 670 fields in authority records

Authority records should include 670 fields for:

- Item being cataloged (e.g. book, Web page, CD, electronic databases, etc.)
- All other sources you consult when creating an authority record (e.g. reference books, Web pages, etc.)

5

Scheme for 670 field

Although other schemes are possible we are showing scheme used for NACO. This scheme:

- Has been used for decades
- Is based on card scheme
- Has advantages including:
  - Giving you a better understanding of NACO authority records
  - Makes an easier transition to NACO participation

6

670 is for justification

- Must show where heading comes from
- Must show where reference tracings come from (unless ‘standard’ tracings)
- Similar concept to justification of added entries in bibliographic records
- Consider not only immediate use, but also future needs

7

Justification

110	2		‡a Zimbabwe Liberators' Platform
410	2		‡a ZLP
670			‡a War veterans and the status quo-, 2000: ‡b t.p. (Zimbabwe Liberators' Platform) p. 1 (ZLP)

100	1		‡a Dubourdieu, C. ‡q (Catherine)
400	1		‡a Dubourdieu, Catherine
670			‡a International Conference on Thin Film Deposition of Oxide Multilayers Hybrid Structures, 2001: ‡b t.p. (C. Dubourdieu) p. ii (Catherine Dubourdieu)

8

Justification

110	1		‡a Benin. ‡b Direction de la promotion et de la legislation rurales
410	1		‡a Benin. ‡b Minist`ere du d´eveloppement rural. ‡b Direction de la promotion et de la legislation rurales
670			‡a Les organisations paysannes dans le d´eveloppement rural au B´enin, 1995: ‡b t.p. (R´epublique du Benin, Minist`ere du d´eveloppement rural, Direction de la promotion et de la legislation rurales)

100	1		‡a Freitas, Manuela de
400	1		‡a De Freitas, Manuela
670			‡a A com´edia de Deus, c2001 ‡b credits (Manuela de Freitas, actress)

9

670 is also for

- Identification of entity represented by the heading
- Clarifying relationships with other entities

10

The 670 field

Subfields:

- Identification of the item ($a)
- Information found in the item ($b)

Indicators:

- Both are blank

General pattern:

670 __ $a Title proper, date of publication: $b location of data in the source (data)

11

Identification of the source (670 $a)

- Enough to make it possible to find bibliographic record (and thereby the item) again
- Use information from bibliographic record
- Minimum of title (245 $a $n $p) + date
- Include main entry only if necessary to identify the item
- Abbreviate words as desired
- After first few words, ellipses if appropriate

12

Identification of the source ($a)

- Transfer date from the $c of the 260, give all dates present
- Omit trailing full stop at end of date
- Omit square brackets in any part of the title or date
- Use comma between title and date

13

Derivation of 670 $a

Fields in bibliographic record:

100	1		‡a Okubote, Cornelius Olusola
245	1	0	‡a Policy proposals for Nigeria in this new millenium / ‡c Cornelius Olusola Okubote.
260			‡a Lagos, Nigeria : ‡b Olbot Masscomunication Consultancy, ‡c [2003]

As transcribed in 670 $a:

670			‡a Policy proposals for Nigeria in this new millenium, 2003

14

Derivation of 670 $a

Fields in bibliographic record:

245	1	0	‡a A quoi r^event les loups / ‡c Yasmina Khadra.
260			‡a Paris : ‡b Pocket, ‡c [2000], c1999.

As transcribed in 670 $a:

670			‡a A quoi r^event les loups, 2000, c1999

15

Bad derivation of 670 $a

Fields in bibliographic record:

100	1		‡a Shambore, Vernon Puma.
245	1	2	‡a A study on factors influencing increased deaths of tuberculosis patients among 15-55 years age group in Mgongwe District / ‡c prepared by Vernon Puma Shamboze.
260			‡a [Kabwe, Zambia : ‡b Pan African Institute for Development, East and Southern Africa, ‡c 1999]

As transcribed in 670 $a:

670			‡a A study on factors influencing increased ... 1999

16

EXERCISES
1, pt. 1-3

670 $a

17

Information taken from the source ($b)

- Give all information taken from the source
- In case of doubt, include rather than omit
- Give all information pertaining to the heading and reference tracings as found
- Give any useful information, translate, summarize, and abbreviate as necessary

18

Transcribing information taken from the source

- Identify location within source
- Give data found in parentheses (abbreviate as necessary)
- For example:

  $b location (information)

  $b location (information) location (information)

19

Common locations for 670 $b

- t.p.
- t.p. verso
- cover *(front cover)*
- p. 3 of cover *(inside rear cover)*
- p. 4 of cover *(outside rear cover)*
- title frames
- credits
- p. 29
- fiche header

20

Examples of $b location

670			‡a Policy proposals for Nigeria in this new millenium, 2003: ‡b t.p. (Cornelius Olusola Okubote)

670			‡a Baby mother and other stories, c2001: ‡b t.p. ('Lanre Biobaku) p. 4 of cover (b. in Abeokuta, Nigeria)

670			‡a Kizito, l'un de nous, 1984: ‡b t.p. (Kizito) p. 32 (d. 1886) p. 34 (beatified by Paul VI in October 1964)

21

Derivation of $b

Title page:

La poétique de l'île
dans l'œuvre romanesque de Certantès

Isabelle SOUPAULT ROUANE

670 field:

670			‡a La po´etique de l'^ile dans l'oeuvre romanesque de Cervant`es, 2002: ‡b t.p. (Isabelle SOUPAULT ROUANE)

22

Derivation of $b

Title page:

Huguette Ivanier

L'ARBRE À MADELEINES

P. 4 of cover:

Huguette IVANIER NAKACHE, professeur de philosophie en Algérie où elle est née, puis à Metz, vit à Nice. Elle consacre sa retraite à des émissions radiophoniques sur la musique et à des recherches philosophiques.

```
‡a L'arbre `a madeleines, 2003: ‡b t.p.
(Huguette Ivanier) p. 4 of cover (Huguette
IVANIER NAKACHE; b. in Algeria, where she
taught philosophy; lives in Nice; retired)
```

23

Derivation of $b

Title page:

Belachew Gebrewold-Tochalo

THE IMPACT OF THE SOCIO-CULTURAL STRUCTURES OF THE KAMBATA/ETHIOPIA ON THEIR ECONOMIC DEVELOPMENT

```
670        ‡a The impact of the socio-cultural
           structures of the Kambata/Ethiopia on their
           economic development, 2002: ‡b t.p. (Belachew
           Gebrewold-Tochalo) ...
```

Continues …

24

Derivation of 670 $b

… and on p. 295:

My Curriculum Vitae

First name:	Belachew
Family name:	GEBREWOLD-TOCHALO
Date of Birth:	25 October 1968
Place of Birth:	Kambata/Ethiopia
2001, July	Ph.D. graduation (Political Science) (University of Hamburg/Germany)

670			‡a The impact of the socio-cultural structures of the Kambata/Ethiopia on their economic development, 2002: ‡b t.p. (Belachew Gebrewold-Tochalo) p. 295 (b. 25 Oct. 1968, Kambata/Ethiopia; Ph.D., polit. sci., Univ. of Hamburg)

25

Summarizing non-heading information

- If summarizing information from a range of pages, use ‘etc.’

670			‡a Constante. M. Cr´onicas de un maestro oscense de antes de la guerra, 2001: ‡b p. 12, etc. (Mariano Constante Ar´an, father of author Mariano Constante, teacher in Riglos, Spain, during Spanish Civil War)

26

Punctuation between $a and $b

- If 670 $b begins with a location, 670 $a ends with colon

670			‡a Evaluation de l'´etat nutritionnel de la population d'Abidjan, 1987?: ‡b t.p. (REY J.L.)

- If 670 $b begins with parenthesis, no extra punctuation at end of $a

27

Sometimes, no $b

If information appears only in the title, no 670 $b at all

245	0	0	‡a Sale of the reference library of A. J. B. Kiddell (1894-1980) ‡b to be sold by auction at 3 & 4 Hardwick Street, London ... on Thursday, 18 October, 1984.
260			‡a London : ‡b Bloomsbury Book Auctions, ‡c 1984.

Becomes:

100	1		‡a Kiddell, A. J. B., ‡d 1894-1980
670			‡a Sale of the reference library of A. J. B. Kiddell (1894-1980), 1984

28

Useful information for personal name 670s

- Include dates; indication of decease
- Jr., Sr., III, etc. even if not in heading
- Academic degree, title of address
- Occupation, affiliated institution, religious order, place of residence
- ‘also author of’; list of works
- Choice of entry element

29

Example of personal name 670

-

670			‡a Gillis, J.B. Edwin Binney, 2005: ‡b ECIP t.p. (Edwin Binney) galley (invented better and cheaper crayons (Crayola crayons); was about 40 years old in 1903)

30

Useful information for corporate name 670s

- Hierarchy of subordination (identify and justify heading and reference tracings)
- Location
- Dates of foundation and dissolution
- Immediate predecessor and successor bodies

31

Example of corporate name 670

110	2		‡a Boswell's Circus
410	2		‡a Boswell Brothers Circus
410	2		‡a Boswell's Royal Hippodrome and Circus Company
510	2		‡w b ‡a Boswell/Wilkie Circus
670			‡a The Boswells, 2003: ‡b jkt. (Boswell's Circus; est. 1913, closed 1963) p. 22 (Boswell Brothers Circus, Boswell's Royal Hippodrome and Circus Company) p. 105-106 (bought by Wilkie's Circus in 1963, which created a combined show called Boswell/Wilkie Circus, with no connection to the Boswell family)

32

Useful information for geographic names

- Location (longitude and latitude)
- Kind of entity (city, county, etc.)

33

Exercises 2-4, for 670

- Convert information into complete 670 field
- Special attention to subfield $b

34

Item being cataloged

- Primary source of information
- Always cited in the authority record
- Always the *first* source citation
- Often, the *only* source citation

35

Examining the item being cataloged

- Thoroughly examine the item
- Items are not necessarily designed for ease of cataloging
- Look at everything including:
  - Chief source (t.p. or substitute)
  - Packaging (cover)
  - Display title/header
  - Bibliography
  - Preface, accompanying materials

36

Research beyond the item being cataloged

- Search catalog and national utility if possible
- Normally further research is only needed if there is a problem not resolved by item being cataloged
- Perform only enough research to resolve problems
- Leave trail of work done for the future
- Some research is required by the rules

37

670 fields: How many are enough?

- 670s do not record all research performed
- Only sources used to formulate authority record
- Always record research required by rules
- 670s contain information and evidence
- 670s do not justify decisions or show thought process

38

Reference sources

- Traditional reference sources (biographical dictionaries, encyclopedias, etc.)
- Other items in your collection (anything on the shelves)
- Online resources (anything you can find that you can trust)

39

Citing reference sources

- Same pattern as for item being cataloged:

  670 __ **$a** Title, date: **$b** location (information)
- Strive for clarity in citation, not rigid consistency
- No location for Web sites or alphabetically-arranged sources
- If no location in $b, no colon after $a

  670 __ **$a** Title, date **$b** (information)

40

Additional considerations for reference sources

- One 670 for each reference source
- Give all information found in the source, even if there is some overlap with other sources cited
- Do not generally cite sources that provide no unique information

41

Examples of citations for reference sources

670 __ $a British biog. index, 1998 $b (Ward, Theodore William Holzapfel; fl. 1910)

670 __ $a WW in Am., 2001 $b (Newbold, Gregory S.; b. 1948 in Denver; military officer)

42

Online resources

- Any electronic resource
- IMDb
- GNIS
- GeoNames
- Social Security death index
- OCLC, LC, other catalogs
- E-mail

43

Citing online resources

- Cite title or characterize the resource
- Indicate date viewed, not date of ‘publication’
- Give some clue of online-ness (words like via WWW or Website, or viewed)
- Do not include the URL (unless absolutely necessary for identification) and then only in $u

44

Online resource being cataloged derivation of $a

Fields in bibliographic record:

245	0	4	‡a The Blood cold chain ‡h [electronic resource] : ‡b guide to the selection and procurement of equipment and accessories.
260			‡a Geneva : ‡b World Health Organization, ‡c 2002.

As transcribed in 670 $a after viewing page on Sept. 13, 2004:

670			‡a The blood cold chain, viewed 13 Sept. 2004

45

Social Security Death Index Search Results

72,265,659 Records

The most full-featured SSDI search engine on the internet

Field	Value	Records	Results
Last Name	WOOD	80835	80835
First Name	HELEN	662750	739
Death Year	1987	1895513	26

Results 1 thru 10 of 26

Next

670 __ $a Soc. Security death index, viewed Sept. 12, 2004 $b (Helen C. Wood, 16 Mar. 1907-15 Dec. 1987, last res. Worcester, MA)

Name	Birth	Death	Last Residence	Last Benefit	SSN	Issued	Tools	Order Record?
HELEN C WOOD	16 Mar 1907	15 Dec 1987 (V)	01607 (Worcester, Worcester, MA)	(none specified)	017-07-8812	Massachusetts	SS-5 Letter Add Post-em Search Ancestry.com	
HELEN WOOD	07 Jul 1913	Jun 1987	06716 (Wolcott, New Haven, CT)	(none specified)	042-10-6148	Connecticut	SS-5 Letter Add Post-em Search Ancestry.com	

46

Search the IMDb
All
Go!
More searches | Tips
IMDbPro.com free trial

Search the Web
Go!
Powered by Google

Other Searches
sam jones
- Characters
- Plots
- Biographies
- Quotes

more »

Note: some searches may not yield results

IMDb name and title search

A search for **"sam jones"** found the following results:
Exact Matches (11 matches, by popularity)

1. Sam J. Jones (Actor, Flash Gordon (1980))
   aka *"Sam Jones"*
2. Sam Jones (IV) (Cinematographer, I Am Trying to Break Your Heart (2002))
3. Sam Jones (VI) (Actor, David (1951))
4. Sam Jones (I) (Sound Department, Harvest of Fire (1996) (TV))
5. Sam Jones (V) (Actor, Prince and the Pauper, The (2000) (TV))
6. Sam Jones (VIII) (Actor, Glory of Their Times, The (1977))
7. Sam Jones (II) (Second Unit Director or Assistant Director, Ghosthunter (2000))
8. Sam Jones (III) (Actor, Incredible Journey of Doctor Meg Laurel, The (1979) (TV))
9. Sam Jones (VII) (Miscellaneous Crew, Liaisons dangereuses, Les (1959))
10. Sam Jones (IX) (Miscellaneous Crew, Hard Look, A (2000) (TV))
11. Sam Jones (X) (Art Director, "Captain Scarlet" (2005))

Partial Matches (1 match)

1. Sam Jones III (Actor, "Smallville" (2001))
   aka *"Samuel L. Jones III"*

47

Sam Jones III

Date of birth (location)
29 April 1983
Boston, Massachusetts, USA

Trivia
He attended the 2003 Comic-Con in San Diego, California with co-star... (show more)

Sometimes Credited As:
Samuel L. Jones III

More photos
Add contact/agent

Photo Gallery IMDbPro Professional Details

Filmography as: Actor, Himself, Notable TV Guest Appearances

Actor - filmography
(In Production) (2000s)

1. Glory Road (2005) *(filming)*
2. ZigZag (2002) .... ZigZag
3. "Smallville" (2001) TV Series .... Pete Ross (2001-2004)
   ... aka "Smallville Beginnings" (2001) (USA: rerun title)

670 __ $a IMDb, viewed Sept. 12, 2004 $b (Sam Jones III, b. 29 April 1983, Boston, MA; Samuel L. Jones III; actor)

48

GNIS and GeoNames

Feature Name:	Strawn
Feature Type:	populated place
Elevation (feet):	979
Estimated Population (2000):	739
State:	Texas
County:	Palo Pinto
Latitude / Longitude (nn°nn'nn" / nnn°nn'nn")	USGS 7.5' x 7.5' Map
323307N 0982952W	Strawn East
323255N 0983004W	Strawn West

670 __ $a GNIS, Sept. 12, 2004 $b (Strawn, Tex., pop. place, Palo Pinto co.; 32º 33' 07" N, 98º 29' 52" W)

Native Waterberg

(3) PPL 20° 31' 00" S 017° 14' 00" E WA39

Variant Waterburg (UNI= -3560186)

670 __ $a GeoNames, Sept. 12, 2004 $b (Waterberg, var. Waterburg, PPL, 20º 31' 00" S, 17º 14' 00" E)

49

Additional online resource examples

670 __$a Family Search, via WWW, Feb. 4, 2002 $b (Sarah Ann Whitney; b. 22 Mar 1825 Kirtland, Ohio; d. 4 Sep 1873 Salt Lake City, Ut.; married Joseph Smith 27 Jul 1842 Nauvoo, Ill.; married Heber Chase Kimball 17 Mar 1845 Nauvoo, Ill.)

670 __ $a University of Macau WWW site, Feb. 26, 1999 $b (University of Macau; Universidade de Macau; created by decree-law Sept. 16, 1991; charter approved Feb. 3, 1992; university and pre-university level programs were transferred from the University of East Asia to the administration of the new University of Macau in Sept. 1991)

50

Additional online resource examples

670 __ GEOnet, via WWW, Dec. 18, 2002: $b (Gellibrand River, STM, 38° 41' 00" S, 143° 09' 00" E, Victoria, Australia)

670 __ Internet, URL: www.johnnymac.harvard.edu:70/11/hbspc, Nov. 23, 1999: $b (Harvard Business School Publishing Corporation; Harvard Business School Publishing)

51

E-mail

- Cite as 'E-mail' plus sender and date

670 __ $a E-mail from B Witte, Nov. 10, 2003 $b (b. Sept. 27, 1956, Berlin, Germany; not the same as the writer on Goethe, etc., or "Witte, Bernd, Dr.", although he is a doctor)

670 __ $a E-mail from S. Williams, Oct. 21, 2003 $b (Simon J.C. Williams, b. March 27, 1943; author of Richard Wagner and festival theatre, etc.; not author of Associative model of data)

52

OCLC

- Headings: “hdg.” or “hdgs.”
- Formal statements of responsibility: “usage”
- Sometime use “usage not given” or “no usage”
- List in order of predominance

670 __ $a OCLC, March 13, 2003 $b (hdg.: Le Mesurier, Herbert Gernville, 1873-1933; usage: H.G. Le Mesurier)
670 __ $a OCLC, Mar. 14, 2002 $b (hdg.: Neuhaus, Johann Wendelin, 1713-1775; usage not given)

53

Transcribed statement of responsibility?

Yes:

245 10 $a Baustelle : $b eine Art Tagebuch, 1967-1970 / $c Luise Rinser.

No:

511 1 $a Lucille Ball, Gale Gordon, Paul Winchell, Pat Priste, James Wellman.

500 $a Vol. 1 by W.R. Biers and L.V. Benson.

54

Final exercises (5-9)

- Provided with bibliographic fields, authority fields, and other information
- Select information to go into 670 fields
- Construct all the 670 fields needed in the authority record

55

Sources Not Found 675

56

Sources *not* found (675 field)

- Not normally included unless you did research and found nothing about the heading in the source
- Most often records research required by the rules
- Helps to forestall repeated work later

57

Sources *not* found (675 field)

- Both indicators are blank
- Citation consists only of identification of the source (i.e. title and date)
- All in one 675 field, with repeated $a
- Separate repeated $a with semicolons

58

Sources *not* found (675 field)

675 __ $a GeoNames, June 8, 2004

675 __ $a Who's who in Am. through 2003; $a Who was who in Am. through 2004

675 __ $a NUC pre-56; $a BLC to 1975

675 __ $a Archaeo. atlas; $a Coe, M. Atlas of ancient America, 1986; $a Hist. Dict. of No. Am. archaeo., 1988

59

END OF MODULE 3

60

Module 3: Resources

Exercise 1: Supply 670 $a

Part 1:
Bibliographic fields:

100	1		‡a Fashade, Eman M.
245	1	0	‡a Youth and independence.
260			‡a Ibidan, Nigeria : ‡b Advent Press, ‡c 1947.

As transcribed for 670 $a:

_____

Part 2:
Bibliographic fields:

245	0	0	‡a Ebola war ‡h [videorecording] : ‡b the nurses of Gulu / ‡c [presented by] Filmakers Library, Inc. ; produced by Alethia Productions ; director, David Belluz ; producers, Lori Kuffner, David Belluz ; writers, David Belluz, Daryl K. Davis.
260			‡a New York, N.Y. : ‡b Filmakers Library, Inc., ‡c c2002.

As transcribed for 670 $a:

_____

Part 3:
Bibliographic fields:

100	1		‡a Costello, Kimberly.
245	1	0	‡a L.A. Med. ‡p Liver let die : ‡b pilot / ‡c written by Kimberly Costello.
260			‡a [Calif.?] : ‡b Stan Rogow Productions/Emerald Isle Productions, Touchstone Television, ‡c [199-?]

As transcribed for 670 $a:

_____

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Exercise 2: 670 in authority record for “Rousseau , Stéphanie”

Bibliographic fields for 670 $a:

245	0	4	‡a Les invasions barbares ‡h [videorecording] = ‡b The barbarian invasions / ‡c Cin´emaginaire, Pyramide Productions pr´esentent ; produit par Denise Robert, Daniel Louis ; ´ecrit et r´ealis´e par Denys Arcand.
260			‡a [United States] : ‡b Miramax Home Entertainment ; ‡a Burbank, Calif. : ‡b Distributed by Buena Vista Home Entertainment, ‡c [2004]

In film’s title frames:

Stéphanie Rousseau

Complete 670 field (both $a and $b):

_____

_____

_____

_____

_____

_____

_____

_____

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Exercise 3: 670 in authority record for “Andah, Abigail”

Bibliographic fields for 670 $a:

245	1	0	‡a Technological transitions : ‡b technical upgrading of indigenous food technologies in Africa / ‡c paper prepared by Abigail Andah.
260			‡a [Addis Ababa, Ethiopia] : ‡b United Nations, Economic Commission for Africa, Food Security and Sustainable Development Division, ‡c [2000]

At foot of title page:

> This paper has been prepared by Ms. Abigail Andah as consultant to the United Nations Secretariat.

Complete 670 field (both $a and $b):

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Exercise 4: 670 in authority record for “Engelking, Katrin”

Bibliographic fields for 670 $a:

245	1	0	‡a B¨arenm¨archen / ‡c Kirsten Boie ; Bilder von Katrin Engelking.
260			‡a Hamburg : ‡b Verlag Friedrich Oetinger, ‡c c1999.

On title page:

> Bilder von Katrin Engelking

On p. [32]:

> *Katrin Engelking,* 1970 in Bückeburg geboren. Studium an der Fachhochschule für Gestaltung in Hamburg. Seit dem Herbst ’95 als freie Illustratorin tätig. Wie in ihrem ersten Bilderbuch “Wenn Tiere träumen” (Text: Irina Korshunow) beeindruckt sie auch im “Bärenmärchen” durch einen sehr malerischen Stil und Bilder von ungewöhnlicher Leuchtkraft.
>
> *Translation of relevant bits:* Katrin Engelking, *born 1970 in Bückeburg. Studied at the Fachhochschule für Gestaltung in Hamburg. From Spring ’95, active as freelance illustrator. As in her first picture book “Wenn Tiere träumen” (text: Irina Korshunow) …*

Complete 670 field (both $a and $b):

_____

_____

_____

_____

_____

_____

_____

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Exercise 5: 670 fields in authority record for “Gaskell, H.S. (Hugh Selwyn)”

Bibliographic fields for 670 $a:

245	1	0	‡a With Lord Methuen in South Africa, February 1900 to June 1901 : ‡b being some notes on the war with extracts from letters and diaries / ‡c H.S. Gaskell.
260			‡a London, ‡b H. J. Drane, ‡c 1906.

On title page (no other information about the person in the item):

H.S. Gaskell

OCLC database, searched March 15, 2002:

Heading found: Gaskell, Hugh Selwyn; no formal statement of responsibility found

Authority heading and reference tracing:

100	1		‡a Gaskell, H. S. ‡q (Hugh Selwyn)
400	1		‡a Gaskell, Hugh Selwyn

Complete 670 fields (both $a and $b):

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Exercise 6: 670 fields in authority record for “Louis, Daniel”

Bibliographic fields for 670 $a:

245	0	4	‡a Les invasions barbares ‡h [videorecording] = ‡b The barbarian invasions / ‡c Cin´emaginaire, Pyramide Productions pr´esentent ; produit par Denise Robert, Daniel Louis ; ´ecrit et r´ealis´e par Denys Arcand.
260			‡a [United States] : ‡b Miramax Home Entertainment ; ‡a Burbank, Calif. : ‡b Distributed by Buena Vista Home Entertainment, ‡c [2004]

In title frames:

Produit par Denise Robert et Daniel Louis

IMDb, searched Sept. 15, 2004 because of conflicting name in local catalog:

Daniel Louis

Date of birth (location)
12 October 1953
Montréal, Québec, Canada

Trivia
Co-Founder of Cinémaginaire inc.[Cinemaginaire Inc.]
(show more)

More …

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Exercise 6: 670 fields in authority record for “Louis, Daniel” (continued)

Authority heading (no reference tracings):

100	1		‡a Louis, Daniel, ‡d 1953-

Complete 670 fields (both $a and $b):

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Exercise 7: 670 fields in authority record for “Atalla, Ash”

Bibliographic fields for 670 $a:

245	0	4	‡a The office ‡h [videorecording] : ‡b the complete second series / ‡c BBC ; producer, Ash Atalla ; written & directed by Ricky Gervais, Stephen Merchant.

In title frames:

Producer, Ash Atalla
Copyright 2004

IMDb, searched Sept. 18, 2004 (no conflict in local catalog; no conflict with LC/NACO headings):

Ash Atalla

Add contact/agent

IMDbPro Professional Details

More …

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Exercise 7 (continued)

Authority heading (no reference tracings):

100	1		‡a Atalla, Ash

Complete 670 fields (both $a and $b):

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Exercise 8: 670 fields in authority record for “Hallmann, Johann Christian, d. 1704”

Bibliographic fields for item being cataloged:

100	1		‡a Hallmann, Johann Christian, ‡d d. 1704.
240	1	0	‡a Sinnreiche Liebe
245	1	4	‡a Das von der Liebe handelnde Sinn- und Lehr- reiche Pastorellgedicht zum Nuzen und Vergn¨ugen die da lieben und sich verheirathen ‡h [microform] / ‡c ausgesezzet von ... Johann Christian Hallmann und die verschiedene Leidenschafften nach der Zeichnungskunst von Kupfferstecher Joh. Andreas Thelot sehr inventios in Kupffer gebracht.
260			‡a Augsburg ‡b Gedrukt und verlegt von Johann Andreas Erdmann Maschenbauer, ‡c 1750.

OCLC database, searched March 15, 2002:

Headings found (in order of prevalence):
- Hallmann, Johann Christian, d. 1704
- Hallmann, Johann Christian, ca. 1640-1704
- Hallmann, Johann Christian
- Hallmann, Joh. Chn.

Statements of responsibility found (in decreasing frequency of occurrence):
- Johann Christian Hallmann
- Joh. Chn. Hallmann
- Jonannes Christianus Hallmann
- J.C.H.

More …

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Exercise 8 (continued)

Authority heading and reference tracings:

100	1		‡a Hallmann, Johann Christian, ‡d d. 1704
400	1		‡a H., J. C. ‡q (Johannes Christianus Hallmann), ‡d d. 1704
400	1		‡a Hallmann, Joh. Chn. ‡q (Johann Christian), ‡d d. 1704
400	1		‡a Hallmann, Johannes Christianus, ‡d d. 1704
400	1		‡a J. C. H. ‡q (Johannes Christianus Hallmann), ‡d d. 1704
400	1		‡a JCH ‡q (Johannes Christianus Hallmann), ‡d d. 1704

Complete 670 fields (both $a and $b):

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Exercise 9: 670 fields in authority record for “Largeau, V. (Victor), 1842-1897”

Bibliographic fields for item being cataloged:

100	1	0	‡a Largeau, V. ‡q (Victor), ‡d 1842-1897.
245	1	3	‡a Le Sahara; ‡b premier voyage d'exploration de V. Largeau.
260	0		‡a Paris, ‡b Sandoz & Fischbacher, ‡c 1877.

On title page:

> V. Largeau, membre des sociétés de Géeographie de Paris [and many other places], Médaille de 1re classe de la Société de Typographie de Paris, etc.

OCLC database, searched Sept. 28, 2004:

> Headings found: Largeau, Victor, 1840-1897, Largeau, Victor, 1840-1916, Largeau, Victor, b. 1840, Largeau, Victor, 1840- , Largeau, Victor, Largeau, V. (Victor), 1840-1897; usages found: V. Largeau, Victor Largeau

Search of World Statesmen Web site (found via Google), Sept. 28 2004:

> Victor Largeau (b. 1842 – d. 1897)

Search in catalog of Bibliotheque Nationale de France, Sept. 28 2004:

> Largeau, Victor, 1842-1896

Authority heading and reference tracings:

100	1		‡a Largeau, V. ‡q (Victor), ‡d 1842-1897
400	1		‡a Largeau, Victor, ‡d 1842-1897

More …

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Exercise 9 (continued)

Complete 670 fields (both $a and $b):

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BASIC CREATION OF NAME AND TITLE AUTHORITIES

Module 4: Personal Names

1

Scope

- Personal Names
  - AACR2 chapter 22: personal names
  - LCRIs for chapter 22
  - MARC 21: X00 field

2

Personal name authority records

- 1XX fields: authorized form
- 4XX fields: references
- 5XX fields: related authorized forms (will have own authority records)
- 6XX fields: notes

3

Sample authority record

```
053 __ $a PS3545.I5365
100 1_ $a Williams, Tennessee, $d 1911-1983
400 1_ $a Williams, Thomas Lanier, $d 1911-1983
670 __ $a The glass menagerie, 1945 : $b t.p.
   (Tennessee Williams)
670 __ $a Stopped rocking and other screenplays, 1984:
   $b CIP t.p.(Tennessee Williams) data sheet (d. 1983)
670 __ $a Contemporary authors, via WWW, June 21,
   2004 $b (Thomas Lanier Williams; b. March 26, 1911,
   Columbus, MS; d. Feb. 24, 1983, at Hotel Elysee, New
   York, NY; Playwright, novelist, short story writer, and
   poet)
```

4

Established heading

- Use 1XX field

  Personal name: 100
- Each record will have one and only one 1XX field

5

Relationship of authority to bibliographic: main entry

- Heading in Authority Record

  100 1_ $a Williams, Tennessee, $d 1911-1983
- Bibliographic Record

100 1_ $a Williams, Tennessee, $d 1911-1983.
245 10 $a Clothes for a summer hotel : $b a ghost play / $c Tennessee Williams.

6

Relationship of authority to bibliographic: added entry

- Heading in Authority Record

  100 1_ $a Williams, Tennessee, $d 1911-1983

- Bibliographic Record

  245 10 $a The rose tattoo $h [videorecording] / $c Paramount Pictures; directed by Daniel Mann.

  700 1_ $a Williams, Tennessee, $d 1911-1983.

7

Relationship of authority to bibliographic: subject

- Heading in Authority Record

  100 1_ $a Williams, Tennessee, $d 1911-1983

- Bibliographic Record

  245 10 $a Tennessee Williams :$b a casebook / $c edited by Robert F. Gross.

  600 10 $a Williams, Tennessee, $d 1911-1983 $x Criticism and interpretation.

8

The authority record: see references

- Use 4XX field

  Personal name: 400
- You may have as many 4XX fields as necessary
- The 4XX forms are not authorized forms, so don't use them in bibliographic records

9

The authority record: see references

- See reference in authority record

  100 1_ $a Williams, Tennessee, $d 1911-1983

  400 1_ $a Williams, Thomas Lanier, $d 1911-1983

- Bibliographic record should ***NOT*** have:

  100 1_ $a Williams, Thomas Lanier, $d 1911-1983.

10

The authority record: see references

- See reference in authority record

  100 1_ $a Williams, Tennessee, $d 1911-1983

  400 1_ $a Williams, Thomas Lanier, $d 1911-1983

- May display in OPAC as:

  Williams, Thomas Lanier, 1911-1983

  search under

  Williams, Tennessee, 1911-1983

11

The authority record: see also references

- Use for *authorized* headings for related entities
- Use 5XX fields

  Personal name: 500 (e.g. pseudonyms)

  Corporate name: 510 (e.g. heads of government/state)

12

The authority record: see also references

In most cases a 5XX field in an authority record must have a reciprocal authority record

100 1_ $a Roberts, Nora
500 1_ $a Robb, J.D. $d 1950-

100 1_ $a Robb, J. D., $d 1950-
500 1_ $a Roberts, Nora

13

The authority record: notes

- 6XX fields
- 670 field: for works cited
- No rules for form; general pattern:

  670 __ $a Title proper, date of publication: $b location of data in the source (data)

14

The authority record: notes

- The authority record should contain 670s that
  - justify all access points
  - justify all variant forms that are not justified by the rules in AACR2
  - justify all parts of the access points and variants including qualifiers

15

The authority record: notes

053 __ $a PS3545.I5365
100 1_ $a Williams, Tennessee, $d 1911-1983
400 1_ $a Williams, Thomas Lanier, $d 1911-1983
670 __ $a The Glass menagerie, 1945 : $b t.p. (Tennessee Williams)
670 __ $a Stopped rocking and other screenplays, 1984: $b CIP t.p. (Tennessee Williams) data sheet (d. 1983)
670 __ $a Contemporary Authors, via WWW, June 21, 2004 $b (Thomas Lanier Williams; b. March 26, 1911, Columbus, MS; d. Feb. 24, 1983, at Hotel Elysee, New York, NY; Playwright, novelist, short story writer, and poet)

16

The authority record: notes

- Other common note fields:
  - 675: “Source data not found”—used to cite a source in which no data about the heading or references was found
  - 667: “Nonpublic general note”—used to communicate information about the heading to other catalogers (e.g., “Not to be confused with ___” or “Cannot identify with: _____”)

17

The authority record: terminal punctuation

No punctuation at end of fields

Unless

- It is part of the data (e.g. period after abbreviation)
- It is called for by the rules (e.g. a closing parenthesis in a qualifier)

18

Authority control for personal names

The process of authority control for names has the following steps:

1) Look at the item in hand and determine if there are any personal names on it that will be used in the bibliographic record
2) Formulate in your mind how that name might be represented in a heading
3) Search an authority file to determine if an authority record has been made for the name
4) If you find an authority record for the name
   - add that authority record into your local file
   - use the form of the heading used in the 1XX on the authority record in the bibliographic record

19

Process of authority control for personal names

How do you determine if a name on your book and a name in an authority record are the same person?

You can be certain they are the same if:

- The title of your book is the same as the title of a book in a 670

20

Process of authority control for personal names

You can be fairly certain they are the same if:

- The subject of your book is the same as the subjects of the book title(s) in the 670(s) (people tend to write on the same subject)
- The call number of your book matches the literary author number in the 053

21

Process of authority control for personal names

Other things to look for to help you determine if a person is the same are:

- The time period your book matches the time period that the person lived and worked. (People usually publish during a specific time in their lives; People usually don't publish books before they were born or after they died)
- The language of your book matches the language that person speaks or writes in. (People usually publish in their native language)

22

EXERCISES 1-2

Is this the same person?

23

Process of authority control for personal names

If you can't find an authority record for the name:

- create a new record for the person

24

Establishing a personal name

- Choose for the heading the name by which a person is most commonly known (AACR2 22.1A)
- This could be a pseudonym, nickname, initials, title or other form

25

Choosing the name

Survey the national utility in which you catalog and reference sources for all resources by or about a person.

From this information:

- Determine the most common form from:
  - The chief source of information in printed sources
  - Names listed in reference sources issued in the persons language or country

26

Choosing among the choices

What if there are a number of choices of name?

- Choose the most commonly found form

But what if there is no name that is predominant?

- If a person uses different names (except pseudonyms) then select (AACR2 22.2A1):

1) the name that appears most frequently in the person's works;
2) the name that appears most frequently in reference sources;
3) the latest name

27

Choosing among the choices

If the name comes in different forms and there is no predominant choice then:

- Choose the form of the name that appears in the chief source of information (e.g. t.p., cover, etc.)

Example:

Title page of book – T.B. Smith

Verso of title page – T. Basil Smith

Choose: T.B. Smith

28

Choosing among the choices

If some names are fuller than others and there is no predominant choice:

- Choose the fullest form (i.e. the form with the most elements) (AACR2 22.3A1)

Example:

Verso of title page – Alexander Williamson

p. 4 of cover – A. C. Williamson

Choose: A. C. Williamson

29

Choosing among the choices

If a person writes in more than one language:

- Choose the one corresponding to the language of most of the works
- When in doubt, choose the form most commonly found in reference sources from the person's country. (AACR2 22.3B1)

Example:

Name on English works: George Mikes

Name on German works: György Mikes

Uses English on most works

Choose: George Mikes

30

EXERCISES 3-6

Choice of name

31

Pseudonyms

Contemporary authors (AACR2 22.2B3):

- All living authors and those who have died since December 31, 1900
- Heading matches the one used on the book
- Make an authority record for all names
- Link the authority records using 5XX and 663 fields as necessary

32

Pseudonyms for contemporary authors

100 1_ $a King, Stephen, $d 1947-
500 1_ $w nnnc $a Druse, Eleanor
500 1_ $w nnnc $a Bachman, Richard
663 __ $a For works of this author written under other names, search also under $b Bachman, Richard, $b Druse, Eleanor

100 1_ $a Bachman, Richard
500 1_ $a King, Stephen, $d 1947-
670 __ $a Washington post, April 9, 1985 $b (Stephen King has written 5 novels using the pseudonym Richard Bachman)

33

Pseudonyms for contemporary authors

- On the bibliographic record use the heading for the name found on the item

100 1_ $a Bachman, Richard.
245 10 $a Rage / $c a novel by Richard Bachman

NOT

100 1_ $a King, Stephen, $d 1947-
245 10 $a Rage / $c a novel by Richard Bachman

34

Pseudonyms

Non-Contemporary authors:

- Authors who have died before Dec. 31, 1900
- Only one heading for the author. Include as references all used pseudonyms (AACR2 22.B1)

35

Pseudonyms for non-contemporary authors

100 1_ $a Sand, George, $d 1804-1876

400 1_ $a Dudevant, Aurore, $d 1804-1876

400 1_ $a Dupin, Aurore, $d 1804-1876

670 __ $a George Sand, 1988: $b p. 1, etc. (Aurore Dupin) p. 61 (Aurore Dudevant)

36

Pseudonyms for non-contemporary authors: exception

EXCEPT (AACR2 22.2B2):

If a non-contemporary author has established separate bibliographic identities, then each identity gets its own authority record

37

Pseudonyms for non-contemporary authors: exception

100 1_ $a Carroll, Lewis, $d 1832-1898

500 1_ $w nnnc $a Dodgson, Charles Lutwidge, $d 1832-1898

663 __ $a For mathematical works of this author, search also under $b Dodgson, Charles Lutwidge, 1832-1898.

100 1_ $a Dodgson, Charles Lutwidge, $d 1832-1898

500 1_ $w nnnc $a Carroll, Lewis, $d 1832-1898

663 __ $a For literary works of this author, search also under $b Carroll, Lewis, 1832-1898.

38

Choosing what comes first

- Surnames come first, with forenames after (AACR2 22.5A1): Willliams, Ted C.
- Compound surnames, both come first (AACR2 22.5C): Gonzalez Abreu, Manuel
- Prefixes written with the surname are included with the surname (AACR2 22.5E1): MacDonald, William
- If you're not sure put the surname part first (AACR2 22.5B1): Ali, Muhammad

39

Choosing what comes first

Surname present:

- First indicator '1'
- Second indicator 'blank'

100 1_ $a Williams, Ted C.
100 1_ $a Gonzalez Abreu, Manuel
100 1_ $a MacDonald, William
100 1_ $a Ali, Muhammad

40

Choosing what comes first

- If the name does not include a surname put what comes first in other reference sources (AACR2 22.8): John, the Baptist
- If the name is initials, letters or numerals put them in directly: A. de O.
- If the name is a phrase put it in directly: Lady of Quality

41

Choosing what comes first

No surname:

- First indicator ‘0’
- Second indicator ‘blank’

100 0_ $a John, $c the Baptist
100 0_ $a Lady of Quality

42

Choosing what comes first

When a surname includes a separately written prefix (AACR2 22.5D)

- Select which comes first by referring to the language lists in AACR2 22.5D1
- For example: For Portuguese: Start after the prefix

100 1_ $a Fonseca, Martinho da

NOT 100 1_ $a Da Fonseca, Martinho

43

Choosing what comes first: references

Make references to all other possible forms including:

- Compound Surnames:

100 1_ $a Gonzalez Abreu, Manuel

400 1_ $a Abreu, Manuel Gonzalez

44

Choosing what comes first: references

- Uncertain Choices:

  100 1_ $a Ali, Muhammad,$d 1942-

  400 0_ $a Muhammad Ali,$d 1942-
- Separately written prefixes:

  100 1_ $a Fonseca, Martinho da

  400 1_ $a Da Fonseca, Martinho

45

EXERCISES 7-8

Choice of entry element

46

Additions to names: qualifiers

- Dates of birth and death (AACR2 22.17)
  - Always add dates to a heading when they are available

  Formatting guidelines are given in AACR2 22.17A.
    - Both years known : 1945-2004
    - Year of birth unknown: d. 1944
    - Approximate year of death: 1844-ca. 1924
    - Some years of activity known (do not use beyond 1900): fl. 1226-1240
  - Dates are displayed in the $d:

    Malcolmson, David, $d 1889-1970

47

Additions to names: qualifiers

- Fuller forms (i.e. middle names, initials spelled out) (AACR2 22.18)
  - Include the fuller form if known
  - Fuller forms are displayed in the $q and the information is surrounded by parentheses:
    - Gonzalez A., Bernardo $q (Gonzalez-Arechiga)
    - Martin, A. Patchett $q (Arthur Patchett)
    - Martinez A., Eduardo J. $q (Eduardo Jose Martinez Alonso)

48

Additions to names: qualifiers

- If no other qualifier is available, devise a suitable term (AACR2 22.19)
  - Terms can include position or office, initials of an academic degree, initials showing membership in an organization, more general phrases
  - Choose the phrase that provides the most distinctive and specific identification

49

Additions to names: qualifiers

- Such qualifiers should only be used to break a conflict
- Fuller forms are displayed in the $c:
  - Williams, Graham, $c Ph.D.
  - Richards, Anthony J., $c conductor
  - Bingham, John, $c Captain
  - Johannes $c (Notary)

50

Additions to names: qualifiers

- Justify all qualifiers in 670 fields

100 1_ $a Mason, Abraham John, $d 1794-1858

670 __ $a Groce, G. N.Y. Hist. Soc. dict. of artists in Amer., 1957 $b (Mason, Abraham John: wood engraver; b. April 4, 1794; d. Feb. 3, 1858)

51

Additions to names: qualifiers

100 1_ $a Richards, Anthony J. $q (Anthony John), $d 1962-

670 __ $a OCLC database, , 5/12/95 ,b (hdg.: Richards, Anthony J.; usage: Anthony J. Richards)

670 __ $a Phone call to author, May 12, 1995 $b (Anthony John Richards, b. 1962)

52

Additions to names: qualifiers

100 1_ $a Richards, Anthony J., $c conductor

670 __ $a Soldiers of the Queen [SR] p1976: $b label (Major Anthony J. Richards, director of music)

53

EXERCISES 9-11

Qualifiers

54

Undifferentiated names

Principle of unique headings states:

- Two different entities with the same name should be given different headings. Qualifying information is used to break conflicts between two persons with identical heading forms.

Bingham, James and Bingham, James

100 1_ $a Bingham, James, $d1905-1993
and
100 1_ $a Bingham, James

55

Undifferentiated names

- Sometimes no qualifiers are available.
- So you make an undifferentiated name record.
- Undifferentiated name records include more than one person on the record.

56

Undifferentiated name authority record

008/32 b
100 1_ $a Davis, Peter
670 __ $a [Co-author of First Bull Run, 1861]
670 __ $a First Bull Run, 1861, 1971: $b t.p. (Peter Davis)
670 __ $a [Joint author of Assessing pupils]
670 __ Assessing pupils, 1984: $b t.p. (Peter Davis) p. ix (project housed at Sheffield City Polytechnic)
670 __ $a [Co-author of Aliya]
670 __ $a Aliya, c1995: $b t.p. (Peter Davis)
675 __ $a Academic WW, 1973-74; $a WW ed., 1974; $a WW, 1985

57

References

Formulate all references (4XX and 5XX) as if you were formulating a heading. All rules for entry elements and adding qualifiers apply to references.

58

References

Make see from references (4XX) from all alternative forms documented in 670s

100 1_ $a Richards, Alan, $d 1932-

400 1_ $a Richards, Walter Alan, $d 1932-

670 __ $a The bygone Bromsgrove picture book, 1983: $b t.p. (Alan Richards)

670 __ $a BL AL recd., Oct. 25, 1988 $b (Walter Alan Richards, born 18 Dec. 1932)

59

References

100 1_ $a Card, Orson Scott

400 1_ $a Kard, Orson Skot

670 __ $a Characterization and viewpoint, 1988: $bt.p. (Orson Scott Card)

670 __ $a Ksenocid, 1998: $b t.p. (Orson Skot Kard)

60

References

100 1_ $a Tchaikovsky, Peter Ilich, $d 1840-1893

400 1_ $a Tschaikowsky, Peter Iljitch, $d 1840-1893

670 __ $a Serenades for strings [SR], 1983?: $b container (Peter Ilich Tchaikovsky) label (b. 1840; d. 1893)

670 __ $a Erinnerungen, c1922: $b t.p. (Peter Iljitch Tschaikowsky)

61

References

100 1_ $a Browning, Elizabeth Barrett, $d1806-1861

400 1_ $a Barrett, Elizabeth, $d 1806-1861

670 __ $a Poems, 1857: $b t.p. (Elizabeth Barrett Browning) half-title (Mrs. Browning)

670 __ $a Contemporary authors, via WWW, Feb. 16, 2000 $b(Elizabeth Barrett Browning; b. 1806; d. 1861)

62

References

Additionally make see references (4XX) from:

- Other surname forms:

  100 1_ $a Gonzalez Abreu, Manuel

  400 1_ $a Abreu, Manuel Gonzalez

- Fuller forms not spelled out in the heading:

  100 1_ $a Williams, A. Paul $q (Alan Paul), $d 1951-

  400 1_ $a Williams, Alan Paul, $d 1951-

63

References

Traditionally we only make references for those headings in which the entry element and the first element following the comma are different

100 1_ $a Williams, A. Paul
400 1_ $a Williams, Alan Paul

100 1_ $a Williams, Alan P.
NOT
400 1_ $a Williams, Alan Peter

64

References

Make see also references (5XX) to link pseudonyms

100 1_ $a Carroll, Lewis, $d 1832-1898

500 1_ $w nnnc $a Dodgson, Charles Lutwidge, $d 1832-1898

65

END OF MODULE 4

66

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Exercises for Module 4: Personal names

Exercise 1: Is this the same person?

The title page of the book you're cataloging reads:

Raptors of the Rockies
biology of the birds of prey and
species accounts of the
raptors of the Rockies
by Kate Davis
Mountain Press
2002

You wish to determine if there is an existing authority record for 'Kate Davis.'

You look in an authority file and find the following authority records:

Record #1

100 1_ $a Davis, Kate, $d 1951-
670 __ $a Rough road, c2000: $b t.p. (Kate Davis)
670 __ $a Secretary of the Interior, 2003: $b CIP t.p. (Kate Davis)

Record #2

100 1_ $a Davis, Kate, $d 1959-
670 __ $a Raptors of the Rockies, 2002: $b CIP t.p. (Kate Davis) datasheet (b. December 30, 1959)

Is the heading for the author of your book already established in an authority record?

If yes, then which heading should you use in your bibliographic record?

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Exercise 2: Is this the same person?

The title page of the book you're cataloging reads:

British die-casts
a collector's guide to toy cars
Graham Thompson
1980

You wish to determine if there is an existing authority record for 'Graham Thompson.'

You look in an authority file and find the following authority records:

Record #1

100 1_ $a Thompson, Graham, $d 1965-
670 __ $a Male sexuality under surveillance, 2003: $b CIP t.p. (Graham Thompson) data sheet (Graham [William] Thompson; b. Jan. 25, 1965)

Record #2

100 1_ $a Thompson, Graham, $d 1950-
670 __ $a Spot-on, diecast models by Tri-ang, 1983: $b t.p. (Graham Thompson)
670 __ $a Brit. Nat. bibl., 1983 $b (Thompson, Graham, 1950-)

Is the heading for the author of your book already established in an authority record?

If yes, then which heading should you use in your bibliographic record?

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Exercise 3: Choice of name

The title page of the book you're cataloging reads:

Ostriches and other flightless birds
by Peter R. Townsend
Littlefield Publishers, New York
1998

You wish to create a personal name heading for 'Peter R. Townsend.'

You look in a national database and also find these items:

Why ostriches don't fly / Peter R. Townsend
The ostrich communal nesting system / Peter R. Townsend
Ostrich breading on an ostrich farm / Peter R. Townsend
An ostrich encyclopedia / Peter Richard Townsend

You check the Internet and find Mr. Townsend's homepage, were you find the following:

Main page: Peter R. Townsend
Biography page: Peter Richard Townsend

What form of heading will you chose for Townsend? (Do not use MARC coding yet.)

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Exercise 4: Choice of name

The title page of the book you're cataloging reads:

Theories of robot design and construction
William A. Rogers
Mason, Jones, and Roberts, Boston
2003

The cover says: W.A. Rogers

The biographical note about the author on page 145 says: William Allen Rogers

There is no additional information from national database or other reference sources.

What form of heading will you chose for Rogers? (Do not use MARC coding yet.)

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Exercise 5: Choice of name

The title page of the book you're cataloging reads:

Handbook of energy use
for building construction
U.S. Department of Energy
Assistant Secretary for Conservation and Renewable Energy
Office of Buildings and Community Systems
1981

The verso of title page says: prepared by R.G. Stein

On the same book a note about the author on page 145 reads: Roger Stein

There is no additional information from national database or other reference sources.

What form of heading will you chose for Stein? (Do not use MARC coding yet.)

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Exercise 6: Choice of name

The title page of the book you're cataloging reads:

The political history of Venezuela 1974-1999
Michael Angel Rodríguez-Valdés .
Research Editions, Chicago, 2003

You look in a national database and find another item by the same person:

Los rostros del golpe / Miguel Angel Rodríguez-Valdés
Published in 2003

You check the internet and find this on the author's homepage:

Miguel Angel Rodríguez-Valdés ; born and lives in Venezuela.

What form of heading will you chose for this author? (Do not use MARC coding yet.)

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Exercise 7: Choice of entry element

The title page of the book you're cataloging reads:

Vendetta and factions in Friuli during the Renaissance
Patrick Martin Smith
Johns Hopkins University Press
1993

In the alphabetical bibliography of the book on p. 153 other works by the author are listed under: Martin Smith, Patrick

Create an authority record for this person by providing the 1XX and any necessary 4XX fields

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Exercise 8: Choice of entry element

The title page of the book you're cataloging reads:

The autobiography of Malcolm X
New York ; London ; Toronto
Ballantine Books
A reprint of the edition first published in 1965

Create an authority record for Malcolm X by providing the 1XX and any necessary 4XX fields

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Exercise 9: Qualifiers

The title page of the book you're cataloging reads:

The story of a country man and his garden
By John Williams
Published by New American Library 1997

Page 10 of your book says: John Williams was born September 22, 1872

In your national bibliographic utility you find:
Heading: Williams, John, 1872-1944
Usage: John Williams

Create an authority record for Williams by providing the 1XX and any necessary 4XX and 670 fields

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Exercise 10: Qualifiers

You wish to create a personal name heading for the author of a book you have on your desk. You have the following information:

The title page of the book you're cataloging reads:

New topics in chemistry
By R. L. Richards, A.R.C.
Unit of Nitrogen Fixation, Univ. of Sussex
Published in London by Oxford University Press 1980

In the Directory of British Scientists, 1966-67 you find:
Richards, Raymond L., BSc 1961, PhD 1964 Manc.; SO, ARC
Unit Nitrogen Fixation, Sussex, FCS

Create an authority record for Williams by providing the 1XX and any necessary 4XX and 670 fields

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Exercise 11: Qualifiers

The title page of the book you're cataloging reads:

> The seafarers by Captain John Smith
> Published in London by Smith and Jones, 1877

You find no additional information in national databases or other reference sources.

The authority file already has the heading 'Smith, John,' so you want to resolve the conflict.

Create an authority record for Smith by providing the 1XX and any necessary 4XX and 670 fields

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BASIC CREATION OF NAME AND TITLE AUTHORITIES

Module 5: Uniform Titles

1

Scope

- Uniform Titles
  - AACR2 chapter 21.1 (rules for entry) and 25 (uniform titles)
  - LCRI's for chapter 21.1 and 25
  - MARC 21: 130; 1XX + $ t
- Name-title uniform titles
- Uniform titles for works identified by title alone

2

Scope

The purpose of uniform titles is:

- Collocation
- Identification
- Differentiation
- Organizing the file

(AACR2 25.1A)

3

Scope

Not covered in this module:

- Series
- Sacred scriptures
- Liturgical works
- Law headings
- Manuscript headings
- Music (although referred to from time to time –there is an addendum at the end)

4

Name-Title Uniform Titles vs. Uniform Titles for Works Identified by Title Alone

- Some uniform title strings begin with an author's name
- Others consist of a title alone
- Determined by AACR2 21.1:
- -if the record for the work would have a main entry, the uniform title will be a name-title
- -if the record for the work would be entered under title, the uniform title will be title alone

5

Uniform title authority records

- 1XX fields: authorized form
- 4XX fields: references
- 5XX fields: related authorized forms (will have their own authority records)
- 6XX fields: notes

6

Sample title authority record

130 _0 $a Casablanca (Motion picture)
430 _0 $a Everybody comes to Rick's
670 __ $a Casablanca, 2003
670 __ $a Am. Film Inst. cat., 1941-1950, c1999: $b F4, v. 1, p. 385 (Casablanca; orig. title: Everybody comes to Rick's)
670 __ $a Internet movie database, via the WWW, June 21, 2004 $b (Casablanca; orig. script title: Everybody comes to Rick's)

7

Sample name-title authority record

100 1_ $a Twain, Mark, $d 1835-1910. $t Adventures of Huckleberry Finn
400 1_ $a Twain, Mark, $d 1835-1910. $t Adventures of Huckleberry Finn (Tom Sawyer's comrade)
400 1_ $a Twain, Mark, $d 1835-1910. $t Huckleberry Finn
670 __ $a Tom Sawyer and Huckleberry Finn, 1979, c1980: $b t.p. (containing the complete texts of ... The adventures of Huckleberry Finn)
670 __ $a The adventures of Huckleberry Finn (Tom Sawyer's comrade), 1884
670 __ $a Huckleberry Finn, 1951

Established heading

- Personal name: 100 with subfield $ t
- Corporate name: 110 with subfield $ t
- Meeting name: 111 with subfield $ t
- Title without a name: 130

9

Relationship of authority to bibliographic: main entry

- Heading in authority record
  130 _0 $a Casablanca (Motion picture)
- Bibliographic record
  130 _0 $a Casablanca (Motion picture)
  245 10 $a Casablanca $h [videorecording] / $c Hal B. Wallis production ; directed by Michael Curtiz ; screenplay Julius J. & Philip G. Epstein and Howard Koch.
  260 __ $a [Burbank, Calif.] : $b Warner Home Video, $c c2003.

10

Relationship of authority to bibliographic: name/title main entry

- Heading in authority record

  100 1_ $a Twain, Mark, $d 1835-1910. $t Adventures of Huckleberry Finn

- Bibliographic record

  100 1_ $a Twain, Mark, $d 1835-1910.

  240 10 $a Adventures of Huckleberry Finn

  245 10 $a Mark Twain's Huckleberry Finn / $c with index by Jerry S. O'Brien.

  260 __ $a Hurley, N.Y. : $b Jerry's Books, $c [1993]

11

Relationship of authority to bibliographic: added entry

- Heading in authority record

  130 _0 $a Casablanca (Motion picture)

- Bibliographic record

  100 1_ $a Steiner, Max, $d 1888-1971.

  240 10 $a Casablanca. $k Selections; $o arr.

  245 10 $a Casablanca suite : $b for piano / $c music by Max Steiner ; adapted for piano by Tony Esposito.

  730 0_ $a Casablanca (Motion picture)

12

Relationship of authority to bibliographic: name/title added entry

- Heading in authority record

  100 1_ $a Twain, Mark, $d 1835-1910. $t Adventures of Huckleberry Finn

- Bibliographic record

  100 1_ $a Suter, Joanne.

  245 10 $a Huckleberry Finn / $c Mark Twain ; adapted by Joanne Suter.

  260 __ $a Belmont, Calif. : $b Lake Education, $c c1996.

  700 1_ $a Twain, Mark, $d 1835-1910. $t Adventures of Huckleberry Finn.

13

Relationship of authority to bibliographic: subject

- Heading in authority record

  130 _0 $a Casablanca (Motion picture)

- Bibliographic Record

  100 1_ $a Key, Sarah.

  245 10 $a The Casablanca cookbook : $b wining and dining at Rick's / $c Sarah Key, Jennifer Newman Brazil, Vicky Wells.

  260 __ $a New York : $b Abbeville Press, $c c1992.

  630 00 $a Casablanca (Motion picture)

14

Relationship of authority to bibliographic: name/title subject

- Heading in authority record

  100 1_ $a Twain, Mark, $d 1835-1910. $t Adventures of Huckleberry Finn

- Bibliographic Record

  100 1_ $a Mensh, Elaine, $d 1924-

  245 10 $a Black, white, and Huckleberry Finn : $b re- imagining the American dream / $c Elaine Mensh and Harry Mensh.

  260 __ $a Tuscaloosa : $b University of Alabama Press, $c c2000.

  600 10 $a Twain, Mark, $d 1835-1910. $t Adventures of Huckleberry Finn.

15

The authority record: see references

- Use 4XX field
  - Personal name: 400 with subfield $ t
  - Corporate name: 410 with subfield $ t
  - Meeting name: 411 with subfield $ t
  - Title without name: 430
- You may have as many 4XX fields as necessary
- The 4XX forms are not authorized forms, so don't use them in bibliographic records

16

The authority record: see references

- See reference in authority record

  100 1_ $a Twain, Mark, $d 1835-1910. $t Adventures of Huckleberry Finn
  400 1_ $a Twain, Mark, $d 1835-1910. $t Huckleberry Finn

- Bibliographic record should **NOT** have:

  700 1_ $a Twain, Mark, $d 1835-1910. $t Huckleberry Finn

17

The authority record: see references

- See reference in authority record

  100 1_ $a Twain, Mark, $d 1835-1910. $t Adventures of Huckleberry Finn
  400 1_ $a Twain, Mark, $d 1835-1910. $t Huckleberry Finn

- May display in OPAC as:

  Twain, Mark, 1835-1910. Huckleberry Finn
  search under:
  Twain, Mark, 1835-1910. Adventures of Huckleberry Finn

18

The authority record: see also references

- Use for *authorized* headings for related entities
- Use 5XX field
  - Personal name: 500 with subfield $ t
  - Corporate name: 510 with subfield $ t
  - Meeting name: 511 with subfield $ t
  - Title without name: 530

19

The authority record: see also references

- Fairly rare for uniform titles (except series)
- If needed, a reciprocal authority record must exist or be created

20

The authority record: notes

- 6XX fields
- 670 field: for works cited
- Guidelines for form are provided in the *MARC 21 Authority Format*
- General pattern:

  670 __ $a Title proper, date of publication: $b location of data in the source (data)

21

The authority record: notes

- The authority record should contain 670s that
  - Justify all access points
  - Justify all variant forms that are not justified by the rules in AACR2
- Exceptions in DCM Z1 at ‘670’

22

The authority record: notes

130 _0 $a Casablanca (Motion picture)
430 _0 $a Everybody comes to Rick's
…
670 __ $a Am. Film Inst. cat., 1941-1950, c1999: $b F4, v. 1, p. 385 (Casablanca; orig. title: **Everybody comes to Rick's**)

23

The authority record: notes

- Other common note fields:
  - 675: "Source data not found"—used to cite a source in which no data about the heading or references was found
  - 667: "Nonpublic general note"—used to communicate information about the heading to other catalogers (e.g., "Not to be confused with ___" or "Cannot identify with: _____")

24

The authority record: terminal punctuation

No punctuation at end of fields

Unless

- It is part of the data (e.g. period after abbreviation)
- It is called for by the rules (e.g. a closing parenthesis in a qualifier)

25

Process of authority control for uniform titles

The process of authority control for uniform titles has the following steps:

1) Look at the item in hand and determine if a uniform title will be needed in the bibliographic record
2) Formulate in your mind how that title might be represented in a heading
3) Search an authority file to determine if an authority record has been made for the title
4) If you find an authority record for the title
   - add that authority record into your local file
   - use the form of the heading used in the 1XX on the authority record in the bibliographic record

26

Process of authority control for uniform titles

If you can't find an authority record for the title:

- create a new record for the title

27

When should a uniform title authority record be created?

- Individual libraries: whenever they feel the need
- LC:
  - Reference tracing needed
  - Research must be recorded
  - Heading needed for added entry or subject heading and related work not in LC's bibliographic file
  - Other information needs to be recorded

28

Establishing a uniform title

- AACR2 21.9
- If nature substantially changed: use heading for new work
- Abridgement, rearrangement, etc.: use heading for original work

29

Choosing the title

- If a new work, no shared uniform title
- If the same work, shared uniform title

30

Choosing the title: new work (no shared uniform title)

- Version in different literary form (21.10)
- Revised text, if different author (21.11)
- Condensations with rewriting (21.12, 21.10)
- Commentary emphasized (21.13B)
- Text set to music (21.19A)
- Film version (21.6)
- Artwork in different medium (21.16A)
- Adaptation of musical work (21.18C

31

Choosing the title: same work (shared uniform title)

- Same text as original
- Same text, illustrated (21.11)
- Revised text, original author (21.12) (but cf. 25.2B)
- Abridgement without rewriting (21.12)
- Text with subsidiary commentary (21.13C)
- Translation (21.14)

32

Choosing the title: same work (shared uniform title)

- Reproduction of artwork (21.16B)
- Musical arrangement (21.18B)
- Musical work with text (21.19A)
- Musical work with accompaniment or parts (21.21)
- Recording of a musical work (21.23)

33

Establishing a name/title

- Name portion uses already established form, or must be established
- Check authority file for author's name

34

Establishing a name/title: author's name

053 _0 $a PS1300 $b PS1348

100 1_ $a Twain, Mark, $d 1835-1910

500 1_ $w nnnc $a Clemens, Samuel Langhorne, $d 1835-1910

500 1_ $w nnnc $a Snodgrass, Quintus Curtius, $d 1835-1910

500 1_ $w nnnc $a Conte, Louis de, $d 1835-1910

663 __ $a For works of this author written under other names, search also under $b Clemens, Samuel Langhorne, 1835-1910, $b Snodgrass, Quintus Curtius, 1835-1910 $b Louis de Conte, 1835-1910

35

Establishing a name/title: constructing the heading

- Name followed by period (unless the last element is an open date)
- Title goes in subfield $t:

  100 1_ $a Twain, Mark, $d 1835-1910. $t ...

36

Choosing the title

- Search databases for same/similar resources
- Determine relationship between resources you found: the same work or different?

37

Choosing the title

- AACR2 25.3A: commonly-known title in original language
- Generally, title used in the first edition
- Sometimes ‘commonly known’ means in a different country
- Pre-1501 works: title by which work has become known in modern sources

38

Choosing the title

- Omit introductory articles (25.2C)
  The adventures of Huckleberry Finn
- Omit introductory phrases (25.3B)
  This is the story of Faint George who wanted to be a knight
  Here beginneth the booke, named the assise of breade
- Generally omit statements of responsibility (25.3B)
  Shakespeare's Hamlet

39

Choosing the title: Huckleberry Finn

- Published in English under different titles:
  The adventures of Huckleberry Finn
  The adventures of Huckleberry Finn (Tom Sawyers' comrade)
  Huckleberry Finn
  Mark Twain's Adventures of Huckleberry Finn
  The annotated Huckleberry Finn
- Most common form:
  The adventures of Huckleberry Finn

40

Establishing a name/title: constructing the heading

- Add period to end of established form of author's name
- Omit initial article
- Add chosen title in subfield $t

  100 1_ $a Twain, Mark, $d 1835-1910. $t Adventures of Huckleberry Finn

- All other titles found are candidates for use in see reference tracings

41

EXERCISE 1

Choice of title

42

Uniform titles for collocation

- AACR2 25.1A
- Bring together various manifestations with varying titles under a single title

43

Translation into one language

- Determine and/or establish uniform title for original
- Add period, then language of translation in subfield $l ('L')
- Use the English form of the name of the language
- Official English forms in MARC code list: http://www.loc.gov/marc/languages/langhome.html

44

Spanish translation of *Huckleberry Finn*

- 1998 Spanish translation has title:

  Las aventuras de Huckleberry Finn
- Uniform title for original:

  100 1_ $a Twain, Mark, $d 1835-1910. $t Adventures of Huckleberry Finn
- Add language in subfield $l following period:

  100 1_ $a Twain, Mark, $d 1835-1910. $t Adventures of Huckleberry Finn**. $l Spanish**

45

Authority record for Spanish *Huckleberry Finn*

100 1_ $a Twain, Mark, $d 1835-1910. $t Adventures of Huckleberry Finn. $l Spanish

400 1_ $a Twain, Mark, $d 1835-1910. $t Aventuras de Huckleberry Finn

670__ $a Las aventuras de Huckleberry Finn, c1998

46

Publication in two languages

- Use both languages in subfield $l, separated by “&”
- If one is the original, give it second
- Otherwise, use this order:

  English, French, German, Russian, Spanish, other (in English alphabetical order)

47

Greek/English edition of the *Odyssey*

- Uniform title for the original:

  100 0_ $a Homer. $t Odyssey
- Add period, languages in subfield $l (original language last):

  100 0_ $a Homer. $t Odyssey. **$l English & Greek**

48

Publication in more than two languages

- Use “Polyglot” in subfield $l

Uniform title for the 2002 German edition, with Latin and English translation, of *Slovenly Peter:*

100 1_ $a Hoffmann, Heinrich, $d 1809-1894. $t Struwwelpeter. $l Polyglot

49

EXERCISE 2

Translation

50

Collective uniform titles

- Bring together groups of works by a single author
- Three types:
  - Complete/collected works
  - Selections
  - Works in a single literary form

51

Works of single author

- Items that purport to be the complete works
- Use “Works” in subfield $t
- LCRI 25.8: add year of publication in subfield $f

100 1_ $a Shakespeare, William, $d 1564-1616. $t Works. $f 1990

52

Selections of single author

- Three or more works, or extracts of incomplete works
- Use “Selections” in subfield $t
- LCRI 25.9: add year of publication in subfield $f

100 1_ $a Whitman, Walt, $d 1819-1892. $t Selections. $f 2000

53

Works of an author in a single form

- Collection of works in a single literary form
- Use “[name of form]” in subfield $t
- Use the list in AACR2 25.10A if appropriate
- Do not add year

100 1_ $a Dumas, Alexandre, $d 1802-1870. $t Plays

54

Translations of collections

- Treat same as single works
- Add language(s) in subfield $l

100 1_ $a Chekhov, Anton Pavlovich, $d 1860-1904. $t Works. $l Yiddish. $f 1910

100 1_ $a Donne, John, $d 1572-1631. $t Selections. $l Russian. $f 1994

100 0_ $a Plato. $t Dialogues. $l Italian & Greek

55

EXERCISE 3
Collective uniform title

56

Parts of a work (non-musical)

- If a part of a work has title, use it
- See reference tracing from the title of the part as a subheading of the main work

100 1_ $a Tolkien, J. R. R. $q (John Ronald Reuel), $d 1892-1973. **$t Fellowship of the ring**

400 1_ $a Tolkien, J. R. R. $q (John Ronald Reuel), $d 1892-1973. **$t Lord of the Rings. $n 1, $p Fellowship of the ring**

57

Parts of a work (non-musical)

- If a part has no title, use title of work plus generic term in subfield $n or subfield $p

100 1_ $a Twain, Mark, $d 1835-1910. $t Tramp abroad. **$n Chapter 28-29**

100 1_ $a Fitzgerald, F. Scott $q (Francis Scott), $d 1896-1940. $t This side of paradise. **$p Preface**

58

Parts of a work (non-musical)

- If unnumbered or nonconsecutively numbered parts, use “Selections” in subfield $k

100 1_ $a Watterson, Bill. $t Calvin and Hobbes. **$k Selections**

100 1_ $a Menotti, Gian Carlo, $d 1911- $t Unicorn, the gorgon, and the manticore. **$k Selections**

59

Translations of parts

- Add the language(s) in subfield $l
- “Selections” always comes last

100 0_ $a Virgil. $t Aeneis. **$n Liber 3-6. $l English**

100 1_ $a Whitman, Walt, $d 1819-1892. $t Leaves of grass. **$l Chinese. $k Selections**

110 2_ $a Catholic Church. $t Breviary. **$p Hymns. $l French & German. $k Selections**

60

EXERCISE 4 Parts

61

Uniform titles for differentiation

- AACR2 25.1A
- Differentiate between two or more works published under identical titles proper
- Addition of qualifier to base title

62

Differentiation for monographs with uniform title headings

- LC: not routinely used, unless uniform title needed for:
  - Added entry or subject heading in another bibliographic record
  - Translation
- If uniform title created, original record is revised

63

Additions to titles: qualifiers

- Corporate body
- Date of publication
- Descriptive data element (edition statement, etc.)
- Place of publication
- Other

64

Additions to titles: qualifiers example

- Many monographs with title *Cuba*
- One is: London : Dorling Kindersley, 2002
- Translated into German (2004) as *Kuba*
- Record for German edition needs uniform title to collocate with English edition
- Uniform title needs to differentiate this work from others

65

Additions to titles: qualifiers example

- Differentiate by qualifying the title
- Many possibilities for the English work
  - Cuba (London, England)
  - Cuba (Dorling Kindersley Publishing, Inc.)
  - Cuba (Eyewitness travel guides)

66

Additions to titles : qualifiers example

- German translation:

  130 _0 $a Cuba (Dorling Kindersley Publishing, Inc.). $l German.

  245 10 $a Kuba …

- Revised record for English original:

  130 _0 $a Cuba (Dorling Kindersley Publishing, Inc.)

  245 10 $a Cuba …

67

Additions to titles: form qualifiers

- … (Motion picture)
- … (Radio program)
- … (Television program)
- … (Comic strip)
- … (Choreographic work)

68

Additions to titles: form qualifiers

- If further differentiation is needed, add second qualifier (usually year)
  - Star is born (Motion picture : 1937)
  - Star is born (Motion picture : 1954)
  - Star is born (Motion picture : 1976)

69

EXERCISE 5 Qualifiers

70

Differentiation for serials

- Differentiate serials (and series) with identical titles
- LC: use routinely used to differentiate between serials
- Parenthetical qualifier
- LC: authority records rarely made
- Others make authority records if desired

71

Example for serials

- Title of serial #1: Parenthesis
- Other title information: The journal of the Fine Press Book Association
- First issue (May 1998) published: Whitney, England
- Alternately published England and North America

72

Example for serials

- Title of serial #2: Parenthesis
- Other title information: Journal of theory and new literatures
- Published: London, 1993-
- Not affiliated with any corporate body

73

Example for serials

Parenthesis (Witney, England)

OR

Parenthesis (Fine Press Book Association)

Parenthesis (London, England)

74

References

Formulate all references (4XX and 5XX) as if you were formulating a heading. All rules apply to references.

75

References

- Name/title: use only authorized form of name; variant title in subfield $t
- For name/title headings, no reference tracing from title alone

76

Addendum
Music Uniform Titles

77

Addendum: music uniform titles

- Uniform titles for music follow AACR2 25.26-25.35
- Begin by formulating the “initial title element”: “the word or words selected from the title of a musical work and placed first in the uniform title for that work” (AACR2 Appendix D [Glossary])

78

Select the title

- Before finding the “initial title element”, select the title to use as its basis
- Composer’s original title, if possible
- If another title in the same language is better known, choose it

79

Remove from the title

- Remove from the selected title:
  - statement of medium of performance (“for piano”)
  - name of the key (“in E major”)
  - serial, opus, etc., numbers (“opus 67”)
  - other numbers unless integral to title
  - date of composition
  - adjectives and epithets not part of original title
  - initial article

80

Example of title preparation

Ludwig van Beethoven

Fünfte Symphonie, c-Moll, Opus 67

Faksimile nach dem Autograph in der Staatsbibliothek zu Berlin Kulturbesitz

mit einem Kommentar, herausgegeben von Rainer Cadenbach

Laaber • Laaber-Verlag • c2002

81

Example of title preparation

- Select the title: Fünfte Symphonie, c-Moll, Opus 67
- Isolate the initial title element:
  - remove name of key: “c-Moll” (“c minor”)
  - remove opus number: “Opus 67”
  - remove other number: “Fünfte” (“Fifth”)
- What remains is the initial title element: “Symphonie”

82

Formulate the initial title element

- If the initial title element is name of a type of composition, use English form: “Symphony”
- If composer wrote more than one work of that type, use plural: “Symphonies”
- See AACR2 25.29 for details

83

Additions to the initial title element

- Once the initial title element has been formulated, the following elements are added back in, in prescribed order:
  - Medium of performance (“$m piano”) unless implied by the title
  - Numeric identifying elements (“$n no. 3”)
  - Key (“$r B major”)
  - Other identifying elements (if needed to distinguish between works with otherwise identical uniform titles) (“$n (1811)”)

84

Additions to the initial title element

- Precede each addition with a comma
- See AACR2 25.30 for details, especially medium of performance

85

Finish the Beethoven title

Initial title element for the Beethoven example (Fünfte Symphonie, c-Moll, Opus 67) was "Symphonies". Add:

-Numeric identifying elements: no. 5, op. 67

-Key: C minor

Final uniform title:

100 1_ $a Beethoven, Ludwig van, $d 1770-1827. $t Symphonies, $n no. 5, op. 67, $r C minor

86

Authority record for the heading

100 1_ $a Beethoven, Ludwig van, $d 1770-1827. $t Symphonies, $n no. 5, op. 67, $r C minor

400 1_ $a Beethoven, Ludwig van, $d 1770-1827. $t Fünfte Symphonie, c-Moll, Opus 67

670 __ $a Fünfte Symphonie, c-Moll, Opus 67, c2002

87

END OF MODULE 5

88

Exercises for Module 5: Uniform titles

Exercise 1: Choice of title

The title frame of a film you're cataloging reads:

Carl Laemmle
presents
Karloff in
The Bride of Frankenstein
…
A Universal Picture
1935

You also have a copy of the book *MagicImage Filmbooks presents The bride of Frankenstein* (Abesecon, NJ, MagicImage Filmbooks, c1989).

You check the Internet Movie Database (www.imdb.com), which gives this information:

Bride of Frankenstein (1935)

Directed by
James Whale

Writing credits
William Hurlbut
William Hurlbut (adaptation) ...
(more)

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Continuation of information from IMDB:

Also Known As:
Frankenstein Lives Again! (USA) (working title)
The Bride of Frankenstein (USA) (poster title)
The Return of Frankenstein (USA) (working title)
Runtime: 75 min
Country: USA
Language: English
Color: Black and White
Sound Mix: Mono *(Western Electric Sound System)*
Certification: Australia:PG / Canada:G *(Quebec)* / Finland:K-16 *(1976)*

What will you choose for the uniform title for this movie? (Do not use MARC coding.)

_____

_____

_____

Will you need any see references in the authority record for this title? If so, list them. (Do not use MARC coding)

_____

_____

_____

_____

_____

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Exercise 2: Translation

The title page of the book you're cataloging reads:

Orson Scott Card
LES MARIONETTES DE L'OMBRE
traduit de l'Anglais par Arnaud Mousnier-Lompré
Nantes · L'Atalante · 2004

On the title page verso, you find that this is a French translation of Card's *Shadow puppets.*

You check the authority file and find the authorized heading for Card:
100 1_ $a Card, Orson Scott

Choose the uniform title and create the authority record, including reference tracings and source citations. Use MARC coding.

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Exercise 3: Collective uniform title

You have on your desk a book titled *The Portable Mark Twain*, published in 1985, which contains selections from his writings.

You check the authority file and find the authorized heading for Twain:

100 1_ $a Twain, Mark, $d 1835-1910

Choose the uniform title and create the authority record for the collective title, including reference tracings and source citations. Use MARC coding.

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Exercise 4: Parts of a work

You receive a book entitled *The Travels of Ulysses*, published in 1980. This is an English translation of books 9-12 of Homer's *Odyssey.*

You check the authority file and find the heading for the Odyssey:

100 0_ $a Homer. $t Odyssey

You check the authority file and find other headings for other parts of the odyssey, such as:

100 0_ $a Homer. $t Odyssey. $n Book 1
100 0_ $a Homer. $t Odyssey. $n Book 10-12

Choose the uniform title and create the authority record for the collective title, including reference tracings and source citations. Use MARC coding.

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Exercise 5: Standardized qualifiers

Create an authority record for the motion picture described in Exercise 1, including reference tracings and source citations. Use MARC coding.

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BASIC CREATION OF NAME AND TITLE AUTHORITIES

Module 6: Corporate Bodies

1

Scope

- Corporate bodies
- Including both non-governmental bodies and government bodies
  - AACR2 chapter 24: corporate bodies
  - LCRI's for chapter 24
  - MARC 21: 110 field

2

Corporate body authority records

- 1XX fields: authorized form
- 4XX fields: references
- 5XX fields: related authorized forms (will have own authority records)
- 6XX fields: notes

3

Sample authority record

110 2_ $a Frank Erwin Center
410 2_ $a Erwin Center
410 2_ $a University of Texas Frank Erwin Center
410 2_ $a University of Texas at Austin. $b Frank Erwin Center
670 $a Applause magazine, Mar. 1988: $b t.p. (Frank Erwin Center) p. 3 (University of Texas Frank Erwin Center; Austin, Texas)

4

Established heading

- Use 1XX field
- Each record will have one and only one 1XX field

5

Relationship of authority to bibliographic: main entry

- Heading in Authority Record

  110 2_ $a Cows in the Graveyard (Musical group)

- Bibliographic Record

  110 2_ $a Cows in the Graveyard (Musical group)

  245 10 $a Icon $h [sound recording] / $c Cows in the Graveyard.

6

Relationship of authority to bibliographic: added entry

- Heading in Authority Record

110 2_ $a Frank Erwin Center

- Bibliographic Record

245 00 $a Applause magazine : $b the entertainment monthly of the Frank Erwin Center.

710 2_ $a Frank Erwin Center.

7

Relationship of authority to bibliographic: subject

- Heading in Authority Record

110 2_ $a OCLC

- Bibliographic Record

245 10 $a Misinformation and meaning in library catalogs / $c D.W. Bade.

610 20 $a OCLC $x Evaluation.

8

The authority record: see references

- Use 4XX field

  Corporate body: 410
- You may have as many 4XX fields as necessary
- The 4XX forms are not authorized forms, so don't use them in bibliographic records

9

The authority record: see references

- See reference in authority record

  110 2_ $a U.S. Playing Card Co.

  410 2_ $a United States Playing Card Company
- Bibliographic record should **NOT** have:

  110 2_ $a United States Playing Card Company

10

The authority record: see references

- See reference in authority record

  110 2_ $a U.S. Playing Card Co.

  410 2_ $a United States Playing Card Company
- May display in OPAC as:

  United States Playing Card Company

  search under

  U.S. Playing Card Co.

11

The authority record: see also references

- Use for *authorized* headings for related entities
- Use 5XX fields

  Corporate name: 510 (e.g. changes in names)

  Personal name: 500 (e.g. musician in a group)

12

The authority record: see also references

A 5XX field in an authority record must have a reciprocal authority record

110 2_ Radio Writers Guild
510 2_ Screen Writers' Guild

110 2_ Screen Writers' Guild
510 2_ Radio Writers Guild

13

The authority record: notes

- 6XX fields
- 670 field: for works cited
- No rules for form; general pattern:

  670 __ $a Title proper, date of publication: $b location of data in the source (data)

14

The authority record: notes

- The authority record should contain 670s that
  - justify all access points
  - justify all variant forms that are not justified by the rules in AACR2

15

The authority record: notes

110 2_ $a National Film and Sound Archive (Australia)

410 2_ $a National Film & Sound Archive (Australia)

510 2_ $w b $a ScreenSound Australia

670 __ $a Australian jazz on record, 1925-80, 1988: $b t.p. (National Film and Sound Archive)

670 __ $a Its Annual review, 1989-1990: $b t.p. (National Film & Sound Archive)

670 __ $a ScreenSound Australia WWW home page, Aug. 19, 2004 $b (created in 1984 as the National Film and Sound Archive; changed its name in 1999 to ScreenSound Australia, the National Screen and Sound Archive)

16

The authority record: notes

- Other common note fields:
  - 675: “Source data not found”—used to cite a source in which no data about the heading or references was found
  - 667: “Nonpublic general note”—used to communicate information about the heading to other catalogers (e.g., “SUBJECT USAGE: This heading is not valid for use as a subject.” or “For works issued before/after…”)

17

The authority record: indicators

- X10
  - First position
    - 1 – Jurisdiction name
    - 2 – Name in direct order
  - Second position
    - blank
- 667-675 fields: no indicators (blanks)

18

The authority record: X10 subfields

- X10
  $a Corporate name
  $b Subordinate unit
  $n Number/part/section of meeting
  $d Date of meeting
  $c Location of meeting

19

The authority record: terminal punctuation

No punctuation at end of fields

Unless :

- It is part of the data (e.g. period after abbreviation)
- It is called for by the rules (e.g. a closing parenthesis in a qualifier)

20

The authority record: heading punctuation

- Use a period before a subordinate unit

  110 2_ $a University of Virginia. $b Alumni Association
- Use colons between additions for meetings

  110 2_ $a Southwest Citizens' Participation Congress, Inc. $b Training Conference $d (1992 : $c Dallas, Tex.)

21

Authority control for corporate bodies

The process of authority control for names has the following steps:

1) Look at the item in hand and determine if there are any corporate body names on it that will be used in the bibliographic record
2) Formulate in your mind how that name might be represented in a heading
3) Search an authority file to determine if an authority record has been made for the name
4) If you find an authority record for the name
   - add that authority record into your local file
   - use the form of the heading used in the 1XX on the authority record in the bibliographic record

22

Process of authority control for corporate bodies

If you can't find an authority record for the corporate body's name:

- create a new record for the corporate body

23

Definitions

- A corporate body is (AACR2 21.1B):
  - an organization or a group of persons
  - identified by a particular name
  - that acts, or may act
- Consider an entity to have a name if
  - the words referring to it are a specific appellation rather than a general description
  - in a script and language using capital letters for proper names, the initial letters of the words referring to it are consistently capitalized
  - in a language using articles, the words are always associated with a definite article

24

Establishing a corporate body: name or subject?

Since there are split authority files at the Library of Congress you must determine if the corporate body heading you will be establishing is a name or subject.

- Name headings are created using AACR2
- Subject headings are created using LCSH guidelines

- Name in the LC/NACO authority file is borrowed for use as subject

25

Establishing a corporate body: name or subject?

An Alphabetic List of Ambiguous Entities: Name vs. Subject file; where to establish what

(Based on *Subject Cataloging Manual* H 405, February, 2003)

NOTE: This list is not exhaustive!

Heading	MARC 21 Tag	Contribute Through		Formulate Using	
		NACO (Group 1)	SACO (Group 2)	AACR2 LCRIs	SCM
Abbeys	110	X		X	
Academies	110	X		X	
Airplanes, Named	110	X		X	
Airports	110	X		X LCRI24.1, p.6	
Almshouses	110	X		X	
Amusements parks	151		X		X
Apartment houses	110		X		X
Aquariums, Public	110	X		X	
Arboretums	110	X		X	
Arenas	110		X		X
Armories	110		X		X
Art works, Individual	100,110,130	X		X LCRI25.3A	

26

Establishing a corporate body

- Choose for the heading the name by which a corporate body is commonly identified (AACR2 24.1A)
- This could be a full name, initials, or acronyms
- Corporate body names will be entered directly unless later rules say otherwise

27

Choosing the name

Survey the national utility in which you catalog and reference sources for all resources by or about a corporate body.

From this information:

- Determine the most common form from:
  - Items issued by the body in its language

28

Choosing among the choices

What if there are a number of choices of name?

Select the form found on items issued by the body in its language

If more than one form appears on items issued by the body – Use the name that appears on chief sources of information (e.g. t.p., cover, etc.) (AACR2 24.2B)

29

Choosing among the choices

What if there is more than one choice of name on chief sources of information?

Use the name that is presented formally (e.g. biggest type face, bolded words, in the center of the page, etc.) (AACR2 24.2D)

30

Choosing among the choices

What if there is more than one choice of name that is presented formally?

Use the name that appears most often. If no form is most frequent then use a brief form that would make it different from others

31

Choosing among the choices

- If a name appears in more than one language (AACR2 24.3A1)
  - Use the form in the official language of the body
  - If the body is international or uses more than one language use the English form
  - If you don't know the body's language use most predominant form

32

EXERCISES 1-3

Choice of name

33

Choosing what comes first

- Basic rule: Corporate body names are entered directly
  110 2_ $a Washington State Governor's Timber Team
- Sometimes, however, the rules say to enter them subordinately
  110 1_ $a Washington (State). $b Governor's Task Force on Children's Day Care

34

Choosing what comes first

- Non-government corporate bodies are entered subordinately under six conditions (AACR2 24.13)
- Government corporate bodies are entered subordinately under eleven conditions (AACR2 24.18)

35

Choosing what comes first

To determine if it is entered subordinately:

1) Determine the type of corporate body (e.g. non-government vs. government)
2) Look at the conditions for your type of body
3) Determine if one of the conditions applies
   1) If one of the conditions does not apply then enter it directly
   2) If one of the conditions does apply, enter it subordinately

36

Choosing what comes first

The six conditions for non-government corporate bodies (AACR2 24.13) are:

1) The name contains a term that implies it is part of another
   110 2_ $a Central Washington University. $b Chemistry **Dept.**
2) The name contains a word that implies that it is administratively subordinate
   110 2_ $a Stanford University. $b **Committee** for Art

37

Choosing what comes first

3) The name is general or is only a geographic, chronological or lettered subdivision
   110 2_ $a Canadian Jewish Congress. $b **Central Region**
4) The name does not convey that it is a corporate body
   110 2_ $a Central Washington University. $b **REM 598**

38

Choosing what comes first

5) The name is of a university faculty, school, college, institute, or laboratory
110 2_ $a Stanford University. $b **Graduate School of Business**

6) The name includes the entire name of its higher or related body
110 2_ $a University of Vermont. $b Choral Union
(Name on item: Choral Union of the University of Vermont)

39

Choosing what comes first

The eleven conditions for government corporate bodies (AACR2 24.18) are:

1) The name contains a term that implies it is part of another
110 1 Ohio. $b **Division** of Energy

2) The name contains a word that implies that it is administratively subordinate
110 1_ $a Washington (State). $b **Commission** for Vocational Education

40

Choosing what comes first

3) The name is general or is only a geographic, chronological or lettered subdivision
   110 1 Malaysia. $b Customs and Excise Dept. $b **Sabah Region**
4) The name does not convey that it is a corporate body
   110 1_ $a Canada. $b **Ocean and Aquatic Affairs**

41

Choosing what comes first

5) The body is a ministry or similar major executive agency
   110 1_ $a Italy. $b Ministero del bilancio e della programmazione economica
6) The body is legislative
   110 1_ $a Chicago (Ill.). $b City Council
7) The body is a court
   110 1_ $a Ontario. $b High Court of Justice

42

Choosing what comes first

8) The body is an armed force
110 1_ $a Germany. $b Heer
9) The heading stands for a head of state
110 1_ $a Utah. $b Governor
10) The body is an embassy or consulate
110 1_ $a Canada. $b Embassy (France)
11) The body is a delegation to an international or intergovernmental body
110 1_ $a Poland. $b Delegation to the United Nations

43

Choosing what comes first

- When a heading is entered subordinately the larger body that the heading is subordinate to must be established

110 2_ $a University of Virginia. $b Dept. of Law

110 2_ $a University of Virginia

110 2_ $a Dallas (Tex.). $b Community Access Task Force

151 __ $a Dallas (Tex.)

44

Choosing what comes first: references

Make references from all other possible forms including:

- A form entered directly that is subordinate to a higher body

  110 2_ $a Frank Erwin Center

  410 2_ $a University of Texas at Austin.
  $b Frank Erwin Center

45

Choosing what comes first: references

- A form entered subordinately but where the name appears without the name of the higher body on the chief source of the body's own publications

  110 2_ $a University of California, Berkeley.
  $b Task Force on Black Student Persistence

  410 2_ $a Task Force on Black Student Persistence (University of California, Berkeley)

46

EXERCISES
4-7

Choice of entry element

47

Additions to names: qualifiers

Types of qualifiers used for corporate bodies include:

- Names of countries, states, provinces, local place names, etc.

  110 2_ $a Christ Church (Boston, Mass.)
- Name of an associated institution

  110 2_ $a Newman Club (Brooklyn College)

48

Additions to names: qualifiers

When a place or institution is insufficient as a qualifier it may be necessary to further qualify a heading chronologically:

110 2_ $a Scientific Society of San Antonio (1892-1894)

110 2_ $a Scientific Society of San Antonio (1904-)

110 2_ $a Washington Senators (Baseball team : 1886-1960)

49

Additions to names: qualifiers

If all the other qualifiers are insufficient, add any appropriate word in English:

110 2_ $a All State Legal (Firm)

110 2_ $a Watertown Red & Black (Football team)

110 2_ $a Cows in the Graveyard (Musical group)

50

Additions to names: qualifiers

- All jurisdictional and institutional qualifiers used must also have an established authority record

110 2_ $a Christ Church (Alpine, Tenn.)
151 __ $a Alpine (Tenn.)

110 2_ $a Middle Eastern Texts Initiative (Brigham Young University)
110 2_ $a Brigham Young University

51

Additions to names: qualifiers

All qualifiers come after the heading set in parentheses

110 2_ $a Newman Club (Brooklyn College)
110 2_ $a Christ Church (Boston, Mass.)
110 2_ $a All State Legal (Firm)

52

Additions to names: qualifiers

When two qualifiers are necessary they are separated in the parentheses by a colon:

110 2_ $a Santo Domingo (Church : Guatemala, Guatemala)

110 2_ $a Greens (Restaurant : Fort Mason, Calif.)

110 2_ $a Washington Senators (Baseball team : 1886-1960)

53

Additions to names: qualifiers

Only add a qualifier to a corporate body when:

- Name doesn't convey the idea of a corporate body (AACR2 24.4B)

  110 2_ $a Bounty **(Ship)**

  110 2_ $a Red Hot Chili Peppers **(Musical Group)**
- Name conflicts with other names (AACR2 24.4C)

  110 2_ Arts Centre **(Darlington, England)**

  110 2_ Arts Centre **(Melbourne, Vic.)**

54

Additions to names: qualifiers

- When a government body is entered directly add the name of the government as a qualifier unless it is already present in the name or unless it is an institution (LCRI 24.4C)

  110 2_ $a Dundee Harbour Trust (Great Britain)

BUT NOT

  110 2_ $a Baltimore Redevelopment Corporation

  110 2_ $a Library of Congress

55

Additions to names: qualifiers

- Add a qualifier when it would assist in helping understand the nature or purpose of the body (LCRI 24.4C)

  110 2_ $a All State Legal (Firm)

  110 2_ $a Watertown Red & Black (Football team)

56

EXERCISES 8-10

Qualifiers

57

Omissions from names

With corporate names there are some terms that are omitted from headings:

- Initial articles

  The Library Association

  110 2_ $a Library Association

- Phrases indicating an honor or order awarded to the body

  Moskovskii khudozhestvennyi **ordena Lenina** akademicheskii teatr

  110 2_ $a Moskovskii khudozhestvennyi akademicheskii teatr

58

Omissions from names

- Terms indicating incorporation (Inc., Ltd., E.V., VEB, S.a.)

  American Ethnological Society, Inc.

  110 2_ $a American Ethnological Society
- Terms of incorporation can be kept when
  - They an integral part of the name (e.g. Films Incorporated)
  - They are needed to make it clear that it's a corporate body (e.g. Limited, Inc.)

59

Omissions from names

- When corporate bodies have been entered subordinately and there are layers of administrative hierarchy we often omit hierarchal layers in the heading to make headings less complicated and assist in computer filing
- Go backwards up the hierarchy until you find the first name that does not fall under one of the types of headings that are entered subordinately
- Omit intervening elements (with one exception)

60

Omissions from names

For example:

- American Library Association : Does not fall under a type (and it is the highest body)
- Resources and Technical Services Division : AACR2 22.13 Type 1
- Cataloging and Classification Section : AACR2 22.13 Type 1

So omit middle level, and heading is:

110 2_ $a American Library Association. $b Cataloging and Classification Section

61

Omissions from names

For example:

- American Library Association : Does not fall under a type
- Public Library Association : Does not fall under a type
- Audiovisual Committee : AACR2 22.13 Type 2

So no levels omitted, and heading is:

110 2_ $a Public Library Association. $b Audiovisual Committee

62

Omissions from names

- Layers of administrative hierarchy should be left in when the name of the body has been or is likely to be used by another body within the same administrative hierarchy

110 1_ $a New York (State). $b Dept. of Environmental Conservation. **$b Office of Human Resources Management**

110 1_ $a New York (State). $b Dept. of Efficiency and Economy. **$b Office of Human Resources Management**

63

Omissions from names

- When omitting administrative hierarchy always include a reference with the hierarchy

110 2_ $a American Library Association. $b Cataloging and Classification Section

410 2_ $a American Library Association. $b Resources and Technical Services Division. $b Cataloging and Classification Section

64

References

Formulate all references (4XX and 5XX) as if you were formulating a heading. All rules for choosing what comes first and adding qualifiers apply to references.

65

References

Make see references (4XX) from all alternative forms documented in 670s

110 2_ $a U.S. Playing Card Co.
410 2_ $a **United States Playing Card Company**
670 __ $a World War II prisoners of war escape map of … a deck of Bicycle Playing Cards, 1990: $b box (The U.S. Playing Card Co., Cincinnati) letter from co. (The **United States Playing Card Company**)

66

References

Additionally make see references (4XX) from:

- The surname portion of a corporate body name that includes forenames or initials (LCRI 26.3A)

110 2_ $a Frank Erwin Center

410 2_ $a Erwin Center

67

References

Additionally make see references (4XX) from:

- Spelled out abbreviations (LCRI 26.3A6)

110 2_ $a Breitkopf & Härtel.

410 2_ $a Breitkopf und Härtel

110 2_ $a St. Paul's Cathedral (Buffalo, N.Y.)

410 2_ $a Saint Paul's Cathedral (Buffalo, N.Y.)

68

References

Additionally make see references (4XX) from:

- All forms of initials found, including variations in the punctuation (LCRI 26.3B-C)
- Please note:
  - When the only form found includes periods, make a reference from the form without periods
  - When the only form found is without periods do not make a reference from the form with periods

69

References

Additionally for **government bodies entered subordinately** (LCRI 26.3) make see references (4XX):

- From the generic term that indicates the type of agency when this term is preceded by a word or words that may not be recognized as part of the name

110 1_ $a Michigan. $b State Dept. of Education

410 1_ $a Michigan. $b Dept. of Education, State

70

References

Additionally for **government bodies entered subordinately** (LCRI 26.3) make see references (4XX):

- From the first key word in the name

110 1_ $a Washington (State). $b State Council on Aging

410 1_ $a Washington (State). $b **Council on Aging**, State

410 1_ $a Washington (State). $b **Aging**, State Council on

71

References

Additionally for **government bodies entered directly** (LCRI 26.3) make see references (4XX):

- From the form as though it had been entered subordinately (LCRI 26.3A7)

110 2_ $a U.S. Fish and Wildlife Service

410 1_ $a United States. $b Fish and Wildlife Service

72

References

Make see also references (5XX) to link name changes over time:

The Screen Writers' Guild of the Authors' League of America was organized in 1920. In 1954 the Screen Writers' Guild merged with the Radio Writers Guild to form the Writers Guild of America, West.

110 2_ $a Radio Writers Guild
510 2_ $a Screen Writers' Guild
510 2_ $a Writers Guild of America, West

73

References

With 5XX references use the $w to indicate clear progression over time from one name to another

110 2_ $a American Material Handling Society
510 2_ $w b $a **International Material Management Society**

($w b = later form)

110 2_ $a International Material Management Society
510 2_ $w a $a **American Material Handling Society**

($w a = earlier form)

74

References

5XX references must be justified in the 6XX fields. Documentation can be found in either a 670 field or in a 675 field

110 1_ $a Oregon. $b Dept. of Human Resources

510 1_ $w b $a Oregon. $b Dept. of Human Services

670 __ $a Cancer in Oregon, 1998: $b t.p. (Health Division, Oregon Department of Human Resources)

675 __ $a Lead-safe remodeling for do-it-yourselfers and property owners, 1999: back cover (Oregon Health Division, Department of Human Services)

75

References

5XX references should be made on the personal name records for governmental officials. A reciprocal heading should be made to the the record for the corporate body record for the office if one exists.

100 1_ $a Reagan, Ronald

510 1_ $a United States. $b President (1981-1989 : Reagan)

110 1_ $a United States. $b President (1981-1989 : Reagan)

76

Special Situations

- Conferences, Congresses, Meetings, Exhibitions, Fairs, Festivals (AACR2 24.7-24.8) (Covered in module 7)
- Jurisdictional geographic names (AACR2 Chapter 23) (Covered in module 8)
- Religious bodies and officials (AACR2 24.27, 24.10)

77

END OF MODULE 6

78

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Exercises for Module 6: Corporate bodies

Exercise 1: Choice of name

The title page of the book you're cataloging reads:

Facts and figures on the Italian Stock Exchange Council
Italian Stock Exchange Council
Economic Publications, New York
1995

You wish to create a heading for 'Italian Stock Exchange Council.'

You look in a national database and also find these items:

Compendio di economia politica / Consiglio di borsa
Rapporto Consiglio di borsa
Studi di storia economica / Consiglio di borsa
Foreign trade and economic growth in Italy / Italian Stock Exchange Council

The language of the body is Italian.

What form of heading will you chose for the Italian Stock Exchange Council? (Do not use MARC coding yet.)

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Exercise 2: Choice of name

The title page of the book you're cataloging reads:

Private financing for the power sector
U.S. Export Council for Renewable Energy
Arlington, Virginia
2005

The cover says: US/ECRE

Page 10 says: United States Export Council for Renewable Energy

There is no additional information from national database or other reference sources.

What form of heading will you chose for the export council? (Do not use MARC coding yet.)

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Exercise 3: Choice of name

The title page of the book you're cataloging reads:

LLANO ISD

Report for the Texas School Performance Review
Llano Independent School District
2003

On p. 2 it says: LISD

There is no additional information from national database or other reference sources.

What form of heading will you chose for the district? (Do not use MARC coding yet.)

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Exercise 4: Choice of entry element

The title page of the book you're cataloging reads:

The Philip Kahgan Collection
An exhibition catalog
UCLA Film and Television Archive
California, 2002

The introduction says: The Kahgan Collection is housed in the UCLA Film and Television Archive.

The authority file has the following heading:
UCLA Film and Television Archive

Create an authority record for the collection by providing the 1XX and any necessary 4XX fields

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Exercise 5: Choice of entry element

The title page of the book you're cataloging reads:

The minister's manual
Compiled by the Board of Administration of the
Brethren in Christ Church
New York, N.Y., 1991

The authority file has the following heading:
Brethren in Christ Church

Create an authority record for the Board by providing the 1XX and any necessary 4XX fields

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Exercise 6: Choice of entry element

The title page of the book you're cataloging reads:

Report of the Committee on Election Expenses
Roger Duhamel, Queen's Printer and Controller of Stationary
Ottawa, Canada

The authority file has the following heading:
Canada

Create an authority record for the Committee by providing the 1XX and any necessary 4XX fields

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Exercise 7: Choice of entry element

The title page of the book you're cataloging reads:

Utah public library service
1983
Published by the Utah State Library

The authority file has the following heading:
Utah

Create an authority record for the Library by providing the 1XX and any necessary 4XX fields

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Exercise 8: Qualifiers

The label of a CD you're cataloging reads:

Anonimo y popular
Andaraje
2001

The insert in the CD says: Andaraje was formed 1972 and specializes in traditional Andalusian music

Create an authority record for Andaraje by providing the 1XX and any necessary 4XX and 670 fields

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Exercise 9: Qualifiers

The title page of the book you're cataloging reads:

Grand Hotel, Mackinac Island
Unicorn Press, Lake Superior State College
1987

Page 30 says: The Grand Hotel opened in early July, 1887

The Grand Hotel, Mackinac Island website gives an address of: 1 Grand Ave., Mackinac Island, MI.

The authority file has the following heading:

Mackinac Island, Mich.

You also notice an authority record for: Grand Hotel (Florence, Italy)

Create an authority record for the Hotel by providing the 1XX and any necessary 4XX and 670 fields

_____

_____

_____

_____

_____

_____

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Exercise 10: Qualifiers

The title page of the book you're cataloging reads:

Artists, technology & the ownership of creative content
Articles collected for an exhibition at the
Fisher Gallery
Published by the University of Southern California
2005

Another book in your collection says:
The Percy A. Rockefeller loan collection of American historical portraits, 1939 / The University of Southern California, Fisher Gallery

The authority file has the following heading:
University of Southern California

You also notice that there is another Fisher Gallery in Maine.

Create an authority record for Gallery by providing the 1XX and any necessary 4XX and 670 fields

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BASIC CREATION OF NAME AND TITLE AUTHORITIES

Module 7: Meeting Names

1

Scope

- Conferences, meetings, etc.
  - Athletic contests
  - Scientific expeditions
  - Races
- AACR2 chapter 24: selected rules for meeting names
- LCRIs for chapter 24; LCRI 21.1B1
- MARC 21: 111 & 110

2

Meeting name authority records

- 1XX fields: authorized form
- 4XX fields: references
- 5XX fields: related authorized forms (will have own authority records)
- 6XX fields: notes

3

Sample authority record

111 2_ $a IEEE International Conference on Consumer and Industrial Electronics and Applications $d (1984 : $c Singapore)
411 2_ $a International Conference on Consumer and Industrial Electronics and Applications, IEEE
411 2_ $a Conference on Consumer and Industrial Electronics and Applications, IEEE International
670__ $a nuc86-109429: Its Tencon '84, 1984 $b (hdg. on AzU rept.: IEEE International Conference on Consumer and Industrial Electronics and Applications (1984 : Singapore); usage: IEEE International Conference on Consumer and Industrial Electronics and Applications, April 17-19, 1984, Singapore)

4

Sample authority record

110 2_ $a American Library Association. $b Conference
411 2_ $a Conference of Librarians (American Library Association)
410 2_ $a American Library Association. $b Conference of Librarians
510 2_ $w a $a American Library Association. $b Meeting
670 __ $a Its Annual Conference proceedings of the American Library Association, July 8-14, 1951, June 29-July 5, 1952: $b t.p. (Annual Conference, American Library Association)
675 __ $a American Library Association. Meeting. Papers and proceedings ... May 25-27, 1914: t.p. (Annual Meeting of the American Library Association)

5

Established heading

- Use 1XX field

  Meeting name: 111

  Corporate name: 110 with subfield $b

- Each record has one and only one 1XX field

6

Relationship of authority to bibliographic: main entry

- Authority Record

  111 2_ $a International Conference on Education and Change $d (1995 : $c University of South Africa)

- Bibliographic Record

  111 2_ $a International Conference on Education and Change $d (1995 : $c University of South Africa)

  245 10 $a International Conference on Education and Change : $b a selection of papers of a conference …

7

Relationship of authority to bibliographic: added entry

- Authority Record

  111 2_ $a Olympic Games $n (26th : $d 1996 : $c Atlanta, Ga.)

- Bibliographic Record

  245 14 The games of the XXVI Olympiad : closing ceremony program = Les Jeux de la XXVIe Olympiade : programme de la ceremonie de cloture

  260 [Atlanta, GA : Atlanta Committee for the Olympic Games, 1996]

  711 2_ Olympic Games $n (26th : $d 1996 : $c Atlanta, Ga.)

8

Relationship of authority to bibliographic: subject

- Authority Record

  111 2_ $a Symposium on a European Armaments Policy $d (1979 : $c Brussels, Belgium)

- Bibliographic Record

  245 00 $a Symposium on a European Armaments Policy, Brussels, 15th, 16th, and 17th October 1979 : $b resolution 62 / $c adopted by the Presidential Committee on 18th January 1979.

  611 20 $a Symposium on a European Armaments Policy $d (1979 : $c Brussels, Belgium)

9

The authority record: see references

- Use 4XX field

  Meeting name: 411 (or 410 with subfield $b)

- You may have as many 4XX fields as necessary
- The 4XX forms are not authorized forms, so don't use them in bibliographic records

10

The authority record: see references

- See reference in authority record

  111 2_ $a Industrial and Commercial Power Systems Conference

  411 2_ $a Conference on Industrial and Commercial Power Systems
- Bibliographic record should ***not*** have:

  111 2_ $a Conference on Industrial and Commercial Power Systems

11

The authority record: see references

- See reference in authority record

  111 2_ $a Industrial and Commercial Power Systems Conference

  411 2_ $a Conference on Industrial and Commercial Power Systems
- May display in OPAC as:

  Conference on Industrial and Commercial Power Systems

  search under

  Industrial and Commercial Power Systems Conference

12

The authority record: see also references

- Use for *authorized* headings for related entities
- Use 5XX fields

  Meeting name: 511

  Corporate name: 510 (e.g. meeting entered subordinately to a corporate body name)

13

The authority record: see also references

In most cases a 5XX field in an authority record must have a reciprocal authority record

111 2_ $a Conference on Instructional Computing Applications
511 2_ $a Conference on Academic Computing Applications

111 2_ $a Conference on Academic Computing Applications
511 2_ $a Conference on Instructional Computing Applications

14

The authority record: notes

- 6XX fields
- 670 field: for works cited
- No rules for form; general pattern:

  670 __ $a Title proper, date of publication: $b location of data in the source (data)

15

The authority record: notes

- The authority record should contain 670s that
  - Justify all access points
  - Justify all variant forms that are not justified by the rules in AACR2
  - Justify all parts of the access points and variants including qualifiers

16

The authority record: notes

111 2_ $a Tour de France (Bicycle race)

411 2_ $a Grande boucle (Bicycle race)

670 __ $a La France du Tour, c1997: $b t.p. (Tour de France)

670 __ $a Les France du tour, 2003: $b t.p. (Grande boucle)

670 __ $a Tour de France WWW Home page, Nov. 21, 2003: $b (Tour de France; "Grande boucle")

17

The authority record: notes

- Other common note fields:
  - 675: “Source data not found”—used to cite a source in which no data about the heading or references was found
  - 667: “Nonpublic general note”—used to communicate information about the heading to other catalogers (e.g., “Not to be confused with ___” or “Cannot identify with: _____”)

18

The authority record: indicators

- X11, X10
  - First position
    - 1 – Jurisdiction name (used only with X10)
    - 2 – Name in direct order
  - Second position
    - blank
- 667-675 fields: no indicators (blanks)

19

The authority record: X11, X10 subfields

- X11, X10

  $a Meeting name

  $b Subordinate unit

  $n Number/part/section of meeting

  $d Date of meeting

  $c Location of meeting

20

The authority record: terminal punctuation

No punctuation at end of fields

Unless :

- It is part of the data (e.g. period after abbreviation)
- It is called for by the rules (e.g. a closing parenthesis in a qualifier)

21

The authority record: heading punctuation

- If they are included retain quotation marks
- Do not include spaces between initials to regularize them
- Place one space before the year to regularize it

In source: CDS2000

Heading: 111 2_ $a CDS 2000 …

22

The authority record: heading punctuation

- Use colons between additions

  111 2_ $a International Conference on 3-D Digital Imaging and Modeling **$n (2nd : $d 1999 : $c Ottawa, Ont.)**

23

Process of authority control for meeting names

The process of authority control for names has the following steps:

1. Look at the item in hand and determine if there are any meeting names on it that will be used in the bibliographic record

2. Formulate in your mind how that name might be represented in a heading on a record in the bibliographic record

24

Process of authority control for meeting names

Steps (cont.):

3. Search an authority file to determine if an authority record has been made for the name
4. If you find an authority record for the name
   - add that authority record into your local file
   - use the form of the heading used in the 1XX on the authority record in the bibliographic record

25

Process of authority control for meeting names

If you can't find an authority record for the meeting name:

- Create a new record for the meeting name

26

Definitions

- A meeting is considered a corporate body under AACR2
- A corporate body is (AACR2 21.1B):
  - an organization or a group of persons
  - identified by a particular name
  - that acts, or may act
- Consider an entity to have a name if
  - the words referring to it are a specific appellation rather than a general description
  - in a script and language using capital letters for proper names, the initial letters of the words referring to it are consistently capitalized
  - in a language using articles, the words are always associated with a definite article

27

Establishing a meeting name

First step is to determine if the meeting has a name (LCRI 21.1.B1)

- Pay attention to capitalization & definite articles
- Phrase must normally include a word that connotes a meeting: “symposium,” conference,” etc.

28

Establishing a meeting name

- Phrases that combine acronyms or initialisms with the abbreviated or full form of the year are also considered to be named

  111 2_ $a TOOLS 2003 …

  111 2_ $a GAGETECH ‘92 …

  111 2_ $a MILCOM '90 …

29

Establishing a meeting name: name or subject?

- LCRI 24.7; SCM H1592
  - Before August 1996, events were established as either name or subject headings, tagged X11 or X50
  - Now they are all established as name headings, tagged X11
  - Old subject headings (X50’s) are being converted as needed

30

Choosing the name

- Choose for the heading the name by which a meeting is commonly identified (AACR2 24.1A)
- This could be a full name and include initials or acronyms
- If both there is a specific and general name, choose the specific
- Meeting names will be entered directly unless later rules say otherwise

31

Choosing among the choices

What if there are a number of choices of name?

If the item is issued by the body – Use the name that appears on the **chief source** of information (e.g. t.p., cover, etc.) (AACR2 24.2B)

32

Choosing among the choices

What if there is more than one choice of name on the chief source of information?

Use the name that is **presented formally** (e.g. biggest type face, bolded words, in the center of the page, etc.) (AACR2 24.2D)

33

Choosing among the choices

What if there is more than one choice of name that is presented formally?

Use the name that appears **most often**. If no form is most frequent then use a brief form that would make it different from others (AACR2 24.2D)

34

Choosing among the choices

- If a name appears in more than one language (AACR2 24.3A1)
  - Use the form in the official language of the meeting
  - If the meeting is international or uses more than one language use the English form
  - If you don't know the meeting language use most predominant one

35

Choosing what comes first

To determine if a heading is entered subordinately:

1) Determine the type of meeting name (e.g. non-government vs. government)
2) Look at the conditions for your type of meeting name
3) Determine if one of the conditions applies
   - If none of the conditions applies then enter it directly
   - If one of the conditions does apply then enter it subordinately

36

Choosing what comes first

- Meetings sponsored by non-government bodies are entered subordinately under six conditions (AACR2 24.13)
- Meetings sponsored by government bodies are entered subordinately under eleven conditions (AACR2 24.18)

37

Choosing what comes first

Meeting names entered subordinately most often fall under:

- Type 3 (AACR2 24.13 & 24.18): The name is general or is only a geographic, chronological or lettered subdivision

For example:

Meeting / American Library Association

110 2_ $a American Library Association. $b Meeting

38

Choosing what comes first

Or:

- Type 6 for non-government bodies (AACR2 24.13): It includes the entire name of its higher or related body

For example:

Annual Conference of the American Academy of Advertising

110 2_ $a American Academy of Advertising. $b Conference $n (22nd : $d 1980 : $c University of Missouri-Columbia)

39

Additions to names: qualifiers

Add to the meeting name heading:

- Number - $n
- Date - $d
- Location - $c

40

Additions to names: qualifiers

- In NACO/LC practice, when a conference is ongoing, the authority record heading does not include the number, date and place qualifiers
- The number, date and place are included on the heading in the bibliographic record
- This 'ongoing' practice allows libraries to use this authority record for serial or monograph treatment of the titles

41

Additions to names: qualifiers

- Authority record

111 2_ $a Conference on Computation and Neural Systems

Bibliographic record

711 2_ $a Conference on Computation and Neural Systems $n (4th : $d 1995 : $c Monterey, Calif.)

42

Additions to names: number qualifiers

- Headings that include acronyms or initialisms do not usually include number

  In chief source:

  Second International Symposium, ISHPC'99, Kyoto, Japan

  111 2_ $a ISHPC '99 $d (1999 : $c Kyoto, Japan)

43

Additions to names: location qualifiers

- Use the established form for places

  111 2_ $a Olympic Games $n (26th : $d 1996 : $c Atlanta, Ga.)

- Use the name found on the piece for institutions

  111 2_ $a NATO International Conference on Cognitive Psychology and Instruction $d (1977 : $c Free University of Amsterdam)

  Not … $c Vrije Universiteit te Amsterdam

44

Omissions from names

- **Omit number, frequency, year from basic heading**

  111 2_ $a Summer Seminar on Academic Administration

  Not

  111 2_ $a 12th Annual Summer Seminar on Academic Administration

45

References

Formulate all references (4XX and 5XX) as if you were formulating a heading. All rules for entry elements and adding qualifiers apply to references.

46

References

Inverted reference are allowed only if (LCRI 26.3A3):

- The heading begins with name of the sponsor
- The words for the conference are not the first words

We usually do not add qualifiers to inverted references

47

References

111 2_ $a IBM Academic Information Systems Seminar for Deans of Law Schools $d (1985 : $c University of Minnesota Law School)

411 2_ $a Seminar for Deans of Law Schools, IBM Academic Information Systems

48

References

Make see also references (5XX) to link name changes over time:

- With 5XX references use the $w to indicate clear progression over time from one name to another
- 5XX references must be justified in the 6XX fields. Documentation can be found in either a 670 field or in a 675 field

49

References

111 2_ $a International Conference on AC and DC Power Transmission

411 2_ $a Conference on AC and DC Power Transmission, International

511 2_ $w b $a International Conference on AC-DC Power Transmission

670 __ $a Its (4th : 1985 : London, England). Fourth International Conference on AC and DC Power Transmission, 23-26 Sept. 1985, London, c1985.

675 __ $a Seventh International Conference on AC-DC Power Transmission, c2001: t.p. (28-30 November 2001, London)

50

References

- Usually no 5XX for ‘initials’ headings

111 2_ $a ISHPC '99 $d (1999 : $c Kyoto, Japan)

111 2_ $a ISHPC 2002 $d (2002 : $c Kansai Science City, Japan)

51

EXERCISES 1-4

52

END OF MODULE 7

53

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Exercises for Module 7: Meeting names

Exercise 1: Establish a new heading, and use it

Given this information in a bibliographic record:

245 14 $a The proceedings of the Conference on Biblical Interpretation, 1988 …
500 __ $a Papers presented at the conference, held April 25-27, 1988, in Ridgecrest, N.C. and sponsored by the six seminaries of the Southern Baptist Convention.

What are the 1XX and any 4XX fields in the authority record?

_____

_____

_____

_____

_____

What is the heading in the bibliographic record?

_____

_____

_____

_____

_____

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Exercise 2: Establish a new heading, and use it

Given this information in a bibliographic record:

245 10 $a Proceedings of the ... annual meeting of the American Association of Collegiate Schools of Business.

What are the 1XX and any 4XX fields in the authority record?

_____

_____

_____

_____

_____

What is the heading in the bibliographic record?

_____

_____

_____

_____

_____

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Exercise 3: Establish a new heading, and use it

Given this information in a bibliographic record:

Title: International Conference on Abelian Groups and Modules, 8/7-12/95, Colorado Springs, Colo.

What are the 1XX and any 4XX fields in the authority record?

_____

_____

_____

_____

_____

What is the heading in the bibliographic record?

_____

_____

_____

_____

_____

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Exercise 4: Change an existing authority record

Given this information in a bibliographic record:

245 10 $a 2003 IEEE Workshop on Automatic Speech Recognition and Understanding : ASRU '03 : $b November 30-December, 2003, St. Thomas, Virgin Islands.
260 $a Piscataway, NJ : IEEE, c2003.

Given this existing authority record:

111 2_ $a IEEE Workshop on Automatic Speech Recognition and Understanding $d (1997 : $c Santa Barbara, Calif.)

How will you change the established heading?

_____

_____

_____

_____

_____

What is the heading in the bibliographic record?

Tip: established heading for St. Thomas is: St. Thomas (V.I.)

_____

_____

_____

_____

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BASIC CREATION OF NAME AND TITLE AUTHORITIES

Module 8: Geographic/Jurisdiction Names

1

Scope

- Geographic/Jurisdiction Names
  - AACR2 chapter 23: jurisdictions
  - LCRI's for chapter 23
  - MARC 21: 151
- Geographic name headings represent a dual concept

2

Scope

- Use in descriptive cataloging
  Jurisdictions/corporate names
- Use in subject cataloging
  Rivers, regions, mountain ranges, etc.

3

Scope

- Name in the LC/NACO authority file is borrowed for use as subject
- There are split authority files at the Library of Congress
  Subject headings created using LCSH guidelines
  Name headings created using AACR2

4

Terminology

- Use of “Geographic names” is avoided
- Use “names of jurisdictions”

Names of jurisdictions can be:

- Names of cities, states, or countries
- Used as subject headings, corporate names, and as qualifiers

5

Jurisdiction names authority records

- 1XX fields: authorized form
- 4XX fields: references
- 5XX fields: related authorized forms (will have own authority records)
- 6XX fields: notes
- 7XX fields: linking entries

6

Sample authority record

151 __ $a United States
451 __ $a U.S.A.
451 __ $a Artsot ha-Berit
670 __ $a Midiniyut Artsot-ha-Berit ... 1987: $b added t.p. (United States)
670 __ $a The U.S.A.: an aerial close-up, 1968
670 __ $a Bituye hizdahut leumit ba-kibuts ha-Yehudi shebe-Artsot ha-Berit, 1982: $b t.p. (Artsot ha-Berit) added t.p. (United States of America)
781 _0 $z United States

7

Established heading

- Use 1XX field

  Jurisdiction name: 151
- Each record will have one and only one 1XX field

8

Relation of authority to bibliographic

There is no 151 or 751 field in bibliographic records

So for main and added entries:

- 151 becomes X10

9

Relation of authority to bibliographic: main entry

- Heading in authority record

  151 __ $a Texas

- Bibliographic record

  110 1_ $a Texas.

  245 10 $a Laws and rules governing pari-mutuel racing in Texas …

10

Relation of authority to bibliographic: added entry

- Heading in authority record

  151 __ $a Utah

- Bibliographic record

  245 10 $a Areas of responsibility and land status, state of Utah, 1993 / $c produced by the Bureau of Land Management in cooperation with the United States Geological Survey and the state of Utah.
  710 1_ $a Utah.

11

Relation of authority to bibliographic: subject

There is a 651 field in bibliographic records

So for subjects:

- 151 becomes 651

12

Relation of authority to bibliographic: subject

- Heading in authority record

  151 __ $a North Carolina

- Bibliographic record

  245 10 $a The history of the first North Carolina reunion at Greensboro, N. C.

  651 _0 $a North Carolina.

13

The authority record: see references

- Use 4XX field

  jurisdiction names: 451

- You may have as many 4XX fields as necessary
- The 4XX forms are not authorized forms, so don't use them in bibliographic records

14

The authority record: see references

- See reference in authority record

  151 __ $a Canada

  451 __ $a Dominion of Canada

- Bibliographic record should ***NOT*** have:

  110 1_ $a Dominion of Canada.

15

The authority record: see references

- See reference in authority record

  151 __ $a Canada

  451 __ $a Dominion of Canada

- May display in OPAC as:

  Dominion of Canada

  search under

  Canada

16

The authority record: see also references

- Use for *authorized* headings for related entities
- Use 5XX fields

  Jurisdiction names: 551 (e.g. changes of name)

17

The authority record: see also references

In most cases a 5XX field in an authority record must have a reciprocal authority record

151 _ $a British Honduras
551 _ $w b $a Belize

151 _ $a Belize
551 _ $w a $a British Honduras

18

The authority record: notes

- 6XX fields
- 670 field: for works cited
- No rules for form; general pattern:

  670 __ $a Title proper, date of publication: $b location of data in the source (data)

19

The authority record: notes

- The authority record should contain 670s that
  - justify all access points
  - justify all variant forms that are not justified by the rules in AACR2

20

The authority record: notes

151 __ $a United States
451 __ $a U.S.A.
451 __ $a Artsot ha-Berit
670 __ $a Midiniyut Artsot-ha-Berit ... 1987: $b added t.p. (United States)
670 __ $a The U.S.A.: an aerial close-up, 1968
670 __ $a Bituye hizdahut leumit ba-kibuts ha-Yehudi shebe-Artsot ha-Berit, 1982: $b t.p. (Artsot ha-Berit) added t.p. (United States of America)
781 _0 $z United States

21

The authority record: notes

- Other common note fields:
  - 675: "Source data not found"—used to cite a source in which no data about the heading or references was found
  - 667: "Nonpublic general note"—used to communicate information about the heading to other catalogers (e.g., "SUBJECT USAGE: This heading is not valid for use as a subject." or "For works issued before/after…")

22

The authority record: linking entries

The 781 field contains a geographic subdivision name that is equivalent to the heading represented by the record, and shows the form the name should take when used as a subdivision in a subject string.

151 __ $a Provo (Utah)

781 _0 $z Utah $z Provo

23

The authority record: Indicators

- 151, 451, 551: no indicators (blanks)
- 667-675 fields: no indicators (blanks)
- 781 field: first indicator blank; second indicator indicates the thesaurus used (e.g., 0=LCSH)

24

The authority record: X51 subfields

- 151: $a only
- 451: $a and $w only
- 551: $a and $w only
- 781: $z
- Subfields $v,x,y,z, 6 and 8 are valid but are not used in NACO name authority records, except in 781 fields

25

The authority record: terminal punctuation

No punctuation at end of fields

Unless :

- It is part of the data (e.g. period after abbreviation)
- It is called for by the rules (e.g. a closing parenthesis in a qualifier)

26

Process of authority control for jurisdiction names

The process of authority control for names has the following steps:

1) Look at the item in hand and determine if there are any jurisdiction names on it that will be used in the bibliographic record
2) Formulate in your mind how that name might be represented in a heading
3) Search an authority file to determine if an authority record has been made for the name
4) If you find an authority record for the name
   - add that authority record into your local file
   - use the form of the heading used in the 1XX on the authority record in the bibliographic record

27

Process of authority control for jurisdiction names

If you can't find an authority record for the jurisdiction name:

- create a new record for the jurisdiction name

28

Ambiguous headings

- Some headings formerly subjects now in LC/NACO authority file
- LCRI 23.1
- City sections, conservation districts, ancient jurisdictions, parks
- Subject cataloging manual section H405
  http://www.loc.gov/catdir/pcc/saco/alpha405.html

29

Ambiguous heading list from PCC website

An Alphabetic List of Ambiguous Entities: Name vs. Subject file; where to establish what
(Based on *Subject Cataloging Manual* H 405, February, 2003)
NOTE: This list is not exhaustive!

Heading	MARC 21 Tag	Contribute Through		Formulate Using	
		NACO (Group 1)	SACO (Group 2)	AACR2 LCRIs	SCM
Abbeys	110	X		X	
Academies	110	X		X	
Airplanes, Named	110	X		X	
Airports	110	X		X LCRI24.1, p.6	
Almshouses	110	X		X	
Amusements parks	151		X		X
Apartment houses	110		X		X
Aquariums, Public	110	X		X	
Arboretums	110	X		X	
Arenas	110		X		X
Armories	110		X		X
Art works, Individual	100,110,130	X		X LCRI25.3A	

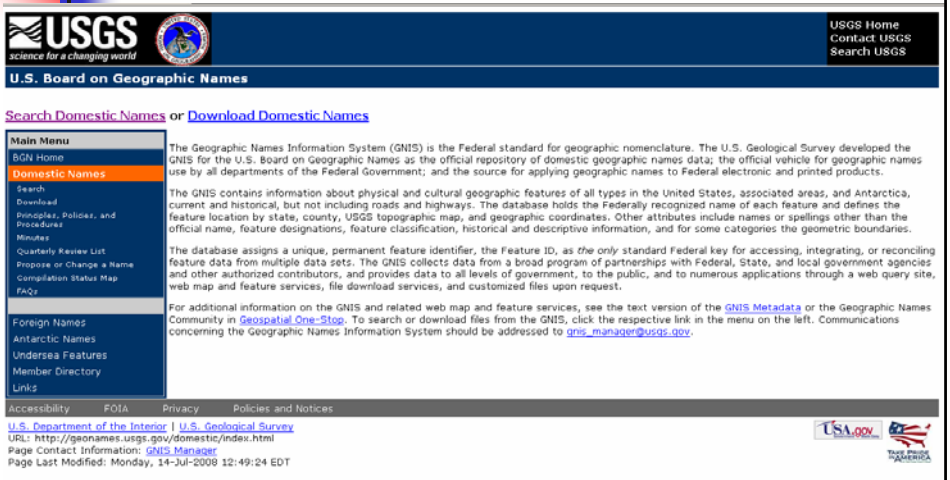
30

Establishing a jurisdiction name

- Always use a reference source
  - Gazetteers
  - Atlases
  - Encyclopedias
  - Internet databases
    - LC uses U.S. Board on Geographic Names (BGN) http://geonames.usgs.gov/
      - (NACO participants are required to cite this reference source)

31

GNIS



32

GNIS for US Names

USGS
Geographic Names Information System (GNIS)

Query Form For The United States And Its Territories

Feature Name: Feature ID:
Feature Class: Press Ctrl to select more than one. Airport Arch Area Arroyo Definitions
Exact Match Exclude Variants
State:
County:
Elevation*: Feet Meters
Send Query Erase Query

Click any field title for help in entering query data.
Click Frequently Asked Questions (FAQs) tab for important information.
*Elevations are from the National Elevation Dataset

U.S. Department of the Interior || U.S. Geological Survey
12201 Sunrise Valley Drive, Reston, VA 20192, USA
gnis_manager@usgs.gov
Form updated: July 23, 2008
USGS Privacy Policy and Disclaimers

33

GeoNet for non-US names

NATIONAL GEOSPATIAL-INTELLIGENCE AGENCY
WWW

Home
GNS Search - OGC Viewer
GNS Search - Text Based
News
- What's New?
- What's Coming?
- About GNS

Research & Reference
- Country Files
- Bulletins
- FIPS
- General Policy
- Briefings and Conferences
- Miscellaneous
- Country Policy
- Romanization Systems

Undersea Features
- ACUF Information
- Tips on the GNS
- Submit Proposal
- Additional Resources

Related Links
- US Resources
- International

Help
- Getting Started
- Terminology Guide

NGA

NGA GEOnet Names Server (GNS)

Putting a Name to a Place

Click Here for the Map Based Search page.

Provides access to Web Map Services (WMS) interface and a high level graphical search. This page requires the use of Internet Explorer 6.

Click Here for the Text Based Search page.
Provides access to a text based query interface and mechanisms for initiating queries and generating outputs. This page can be viewed by most browsers.

GNS is best viewed with Internet Explorer 6 or Netscape 7.0
(Firefox users may want to download the "IE Tab" extension to get the most out of GNS)

Database last update - July 7, 2008

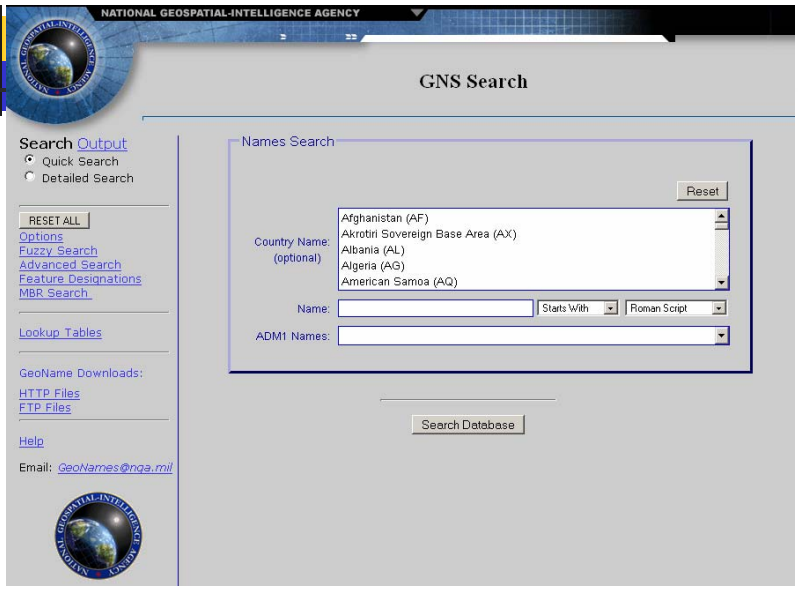
Database next estimated update - Mid to late September 2008.
Maintenance and software upgrade activities are occurring. The posted country files are updated on a weekly basis and contain the most current information.

NOTE:
The GEONet Names Server (GNS) does not contain any data for the United States of America or its Dependent areas. To obtain U.S. data, please access the United States Geological Survey (USGS) Geographic Names Information System (GNIS) database of names.

The Geographic Names Server is the official repository of standard spellings of all foreign place names, sanctioned by the United States Board on Geographic Names. The database also contains variant spellings (cross-references), which are useful for finding purposes. We are starting to hold the native script spellings of these names. All the geographic features in the database contain information about location,

34

Searching GeoNet



35

Choosing the name

Use the English form if in general use (AACR2 23.2A1)

- Italy *not* Italia
- Germany *not* Deutschland
- Spain *not* España
- Vienna *not* Wien

36

Choosing the name

- If no English form, use form in official language of the country (AACR2 23.2B1)
  - Buenos Aires
  - Caracas
  - Livorno
- If there is more than one official language prefer English

37

Additions to names: qualifiers

- With the exeception of country names –all jurisdiction names are qualified
- The qualifer is the name of a larger place (AACR2 23.4B1, 23.4E-F)
- Use parentheses
- Use abbreviations in AACR2 Appendix B.14
  - Buenos Aires **(Argentina)**
  - Sydney **(N.S.W.)**
  - Atlanta **(Ga.)**

38

Additions to names: qualifiers

- General rule: qualify by the country

  Paris (France)
  Rome (Italy)

- U.S., Australia, Canada, British Isles, Malaysia, U.S.S.R, and Yugoslavia (AACR2 23.4C-D) use the state name or equivalent

  Austin (Tex.) *not* Austin (U.S.A.)
  Jasper (Alta.) *not* Jasper (Canada)

39

Additions to names: qualifiers

- Two places with same name within same jurisdiction demand further qualification (presence or absence in any catalog is irrelevant)

  Jonestown (Lebanon County, Pa.)

  New York (State)
  Washington (State)

40

Jurisdiction names used as qualifiers

- Generally use all portions of a place name when the name becomes a qualifier
- Use only one set of parentheses

110 2_ $a Central Area Farmers Support Group (Jonestown, Lebanon County, Pa.)

NOT

110 2 $a Central Area Farmers Support Group (Jonestown (Lebanon County, Pa.))

41

Jurisdiction names used as qualifiers

- Exception: Do not include the jurisdiction "type" to qualify a non-jurisdictional corporate body

110 2_ $a Central Area Farmers Support Group (Washington)

NOT

110 2_ $a Central Area Framers Support Group (Washington : State)

42

Class participation: Establish a new place name

43

Establish a new place name

- Place name: Susquehanna Township
- Location: Cambria County, Pennsylvania

44

Steps to take

- Read: LCRI 23.2 on Townships
- Search GNIS for information and conflicts

45

LCRI 23.2

- Omit ‘Township’ or ‘Town’ from heading
- Add ‘Township’ or ‘Town’ to qualifier after state

151 __ $a Kintire (Minn. : Township)
In GNIS: Kintire, Township of
151 __ $a Milo (Me. : Town)
In GNIS: Milo, Town of

46

Search GNIS

USGS
Geographic Names Information System (GNIS)

Query Form For The United States And Its Territories

Feature Name: susquehanna
Feature ID:
☐ Exact Match ☐ Exclude Variants
Feature Class: Press Ctrl to select more than one. Airport, Arch, Area, Arroyo
Definitions
State: Pennsylvania
County:
Elevation*:
◉ Feet ○ Meters

Send Query | Erase Query

Click any field title for help in entering query data.
Click Frequently Asked Questions (FAQs) tab for important information.
*Elevations are from the National Elevation Dataset

47

GNIS search results

Feature Query Results

Click the feature name for details and to access map services
Click any column name to sort the list ascending ▲ or descending ▼

Feature name	Feature Id	Class	County	Latitude	Longitude	State	Map	Ele(m)*	Ele(ft)*	BGN
Township of Susquehanna	1216096	Civil	Cambria	404039N	0784552W	PA	Barnesboro	550	1804	-
Susquehanna Speedway	1213373	Locale	York	400645N	0764930W	PA	Dover	174	571	-
Susquehanna River Overlook	1205137	Locale	Dauphin	402318N	0770035W	PA	Duncannon	314	1030	-
Susquehanna Bridge	1189110	Locale	Clearfield	405850N	0782937W	PA	Glen Richey	345	1132	-
Susquehanna Boy Scout Camp	1197743	Locale	Susquehanna	415339N	0753957W	PA	Great Bend	520	1706	-
Susquehanna Manor	1202058	Populated Place	Dauphin	401739N	0765053W	PA	Harrisburg East	150	492	-
Township of Susquehanna	1216368	Civil	Dauphin	402000N	0765259W	PA	Harrisburg West	161	528	-
Susquehanna Trails	1867509	Populated Place	York	394531N	0762205W	PA	Holtwood	141	463	-
Susquehanna County	1213688	Civil	Susquehanna	415231N	0760730W	PA	Little Meadows	458	1503	-
Township of Susquehanna	1216587	Civil	Juniata	403700N	0770059W	PA	Reward	172	564	-
Susquehanna Valley Mall	1211802	Locale	Snyder	404930N	0765056W	PA	Sunbury	136	446	-
Susquehanna Valley Country Club	1213374	Locale	Snyder	405012N	0765053W	PA	Sunbury	187	614	-
Susquehanna	1189109	Populated Place	Susquehanna	415636N	0753559W	PA	Susquehanna	285	935	1969
Borough of Susquehanna Depot	1215617	Civil	Susquehanna	415636N	0753608W	PA	Susquehanna	325	1066	-
Township of Susquehanna	1216773	Civil	Lycoming	411252N	0770211W	PA	Williamsport	244	801	-
Susquehanna Heights	1196434	Populated Place	York	395417N	0764332W	PA	York	208	682	-

View & Print all

Note: If data are returned and the column headings display but no data appear, click any column heading.
*Elevations are from the National Elevation Dataset

48

USGS
Geographic Names Information System (GNIS)

GNIS display

Feature Detail Report

Feature ID: **1216096**
Name: **Township of Susquehanna**
Class: **Civil**
Citation: **Census County/Townships, CDP's and incorporated cities - Bureau of Census, Geography Division, coordinates are located at the centroid. If known, the year the data were compiled follows:**
Entry Date: **01-Dec-1989**
Elevation(ft/m)*: **1804/550**

Federal Codes

Census Code	Class Code	GSA Code	OPM Code
75520	T1	-	-

Class Code Description: **Active Minor Civil Divisions. An active county subdivision that is not coextensive with an incorporated place.**

Counties

Sequence	County	Code	State	Code	Country
1	Cambria	021	Pennsylvania	42	US

Coordinates (One point per USGS topographic map containing the feature, NAD83)

Sequence	Latitude(DEC)	Longitude(DEC)	Latitude(DMS)	Longitude(DMS)	Map Name
1	40.6775672	-78.7644718	404039N	0784552W	Damesboro

49

Result: Geographic name Heading

151 __ $a Susquehanna (Cambria County, Pa. : Township)

670 __ $a GNIS, Nov. 9, 2005 $b ([information for the established name]; also lists 3 other Susquehanna townships)

50

Changes in names: earlier and later names

- When a name changes, establish both and link with 551s

151 __ $a British Honduras
551 __ $w b $a Belize

151 __ $a Belize
551 __ $w a $a British Honduras

51

Changes in names: earlier names as subject

- Earlier names not used as subjects
- Authority record contains 667
- 008/15 (used as subject) coded ‘b’

008/15: b
151 __ $a British Honduras
551 __ $w b $a Belize
667 __ $a SUBJECT USAGE: This heading is not valid for use as a subject. Works about this place are entered under Belize.

52

Changes in names: Latest name as subject

- Latest name is used as subject
- 008/15 (used as subject) coded ‘a’

008/15: a
151 __ $a Belize
551 __ $w a $a British Honduras

53

Changes in names: latest name as qualifier

151 __ $a Belize City (Belize)
451 __ $a Belize City (British Honduras)

NOT:
151 __ $a Belize City (Belize)
551 __ $w a $a Belize City (British Honduras)

54

Jurisdiction names and subordinate bodies

When a jurisdiction name is used with a subordiante body then the tag changes to 110 with addition of $b or $t

151 __ $a Chicago (Ill.)
110 1_ $a Chicago (Ill.). $b City Council

151 __ $a United States
110 1_ $a United States. $t Comprehensive Employment and Training Act

55

References

Formulate all references (4XX and 5XX) as if you were formulating a heading. All rules for entry elements and adding qualifiers apply to references.

56

References

Make see references (4XX) from all alternative forms documented in 670s

151 __ $a United States
451 __ $a U.S.A.
451 __ $a Artsot ha-Berit
670 __ $a Midiniyut Artsot-ha-Berit ... 1987: $b added t.p. (United States)
670 __ $a The U.S.A.: an aerial close-up, 1968
670 __ $a Bituye hizdahut leumit ba-kibuts ha-Yehudi shebe-Artsot ha-Berit, 1982: $b t.p. (Artsot ha-Berit) added t.p. (United States of America)
781 _0 $z United States

57

References: city sections

151 __ $a Chinatown (San Francisco, Calif.)
410 1_ $a San Francisco (Calif.). $b Chinatown

151 __ $a Battersea (London, England)
410 1_ $a London (England). $b Battersea

58

References

Make see also references (5XX) to link changes in name

151 __ $a British Honduras
551 __ $w b $a Belize

59

EXERCISES 1-5

60

END OF MODULE 8

61

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Exercises for Module 8: Jurisdictions

Exercise 1: Questions to answer

What is the correct MARC 21 tag for a geographic name heading in an authority record?

_____

What are the correct indicators for geographic name headings in an authority record?

_____

What is the correct fixed field value for geographic names in the MARC 21 008/32 (undifferentiated personal name; represented by NAME in OCLC)?

_____

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Exercise 2: Establish a new heading

Given this information in a bibliographic record:

245 10 $a History of Charles Town, West Virginia
260 __ … $c 1990.

Given this information on p. iii of this item: Originally chartered in 1786 and named for Charles Washington, brother of the first president; county seat of Jefferson Co.; one of the Western counties that separated from Virginia in 1861 and formed state of West Virginia; admitted to union in 1863.

Given this information found today in a search of GNIS:

USGS
National Mapping Information

Feature Name:	Charles Town (county seat)
Feature Type:	populated place
Elevation (feet):	540
Estimated Population (2000):	2,907
History Notes:	Established 1786
State:	West Virginia
County:	Jefferson
Variant Name(s)	Charlestown
USGS 7.5' x 7.5' Map:	Charles Town
latitude (nn°nn'nn"):	391720N
Longitude (nnn°nn'nn"):	0775136W

Continues on next page …

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Show the 1XX, 4XX, 5XX and 670 fields needed in the authority record for Charles Town. Use MARC coding.

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Exercise 3: Establish a new heading

Given this information in a bibliographic record:

245 10 $a Muleshoe : $b local attractions, including the Muleshoe National Wildlife Refuge.
260 __ $a Muleshoe, Tex. … $c 2000.

On title page: Muleshoe, Texas

On p. 4 of this item: Seat of Bailey County, long a sparsely settled area of huge calttle ranches. Early in 20th century the immense ranches began to break up, and farming was introduced to this area of the High Plains. Town organized in 1926, named for muleshoe brand of famous early ranch. Today a center for marketing and shipping of High Plains agricultural products.

Given this information found today in a search of GNIS:

USGS
National Mapping Information

1 feature records have been selected from GNIS.

Feature Name:	Muleshoe (county seat)
Feature Type:	populated place
Elevation:	3792
Estimated Population (2000):	4,530
State:	Texas
County:	Bailey
Latitude / Longitude (nn°nn'nn" / nnn°nn'nn")	USGS 7.5' x 7.5' Map
341335N 1024324W	Muleshoe
341350N 1024501W	Baileyboro NE

Continues on next page …

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FOR DOUBLE SIDED COPY

Show the 1XX, 4XX, 5XX and 670 fields needed in the authority record for Muleshoe. Use MARC coding.

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Exercise 4: Questions to answer

Here is an authority record:

010 __ |**a** n 79040139 |**z** n 79055111 |**z** n 2002073242 |**z** n 2002073241
035 __ |**a** (OCoLC)oca00273622
040 __ |**a** DLC |**c** DLC |**d** NIC |**d** DLC |**d** IAhCCS
043 __ |**a** n-us-il
151 __ |**a** Evanston (Ill.)
451 __ |**a** Evanston (Ill. : Township)
551 __ |**w** a |**a** Ridgeville (Ill. : Township)
667 __ |**a** Old catalog heading: Evanston, Ill.
670 __ |**a** Evanston Public Library, May 14, 2002 |**b** (Evanston, Ill.; 1872, inc. as Village of Evanston; 1892 org. as city)

What kind of heading is this?

_____

Can this heading be used in a bibliographic record?

_____

If Yes: list 3 ways it can be used, and provide MARC tags

_____

_____

_____

Continues on next page …

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Can this heading be used as part of other headings?

_____

If Yes: list 3 ways it can be used, and provide MARC tags

_____

_____

_____

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BASIC CREATION OF NAME AND TITLE AUTHORITIES

Module 9: The NACO Program

1

Program for Cooperative Cataloging (PCC)

- International in scope
- Expand access to library collections
- Useful, timely, and cost-effective cataloging
- Mutually-accepted standards

http://www.loc.gov/catdir/pcc/2001pcc.html

2

PCC goals

- Enhancing availability of bibliographic and authority records
- Mutually accepted standards
- Training

3

PCC history and structure

- Initiated 1995
- Four programs:
  - NACO (Name Authority Cooperative)
  - SACO (Subject Authority Cooperative)
  - BIBCO (Bibliographic Records Cooperative)
  - CONSER (Cooperative Online Serials)

4

NACO program

- New and updated authority records
- Names, uniform titles, and series
- Contributed to shared authority file
- Individual institutions or groups
- “Funnel projects“
- Over 400 participants (190 individual institutions, 220 members in 19 NACO funnels)

5

NACO training

- Up to five days
- Overview of *MARC 21 authority format*
- Components of authority records
- Review relevant chapters of AACR

6

NACO training

- Review of LCRIs
- Construction of headings
- Searching and verification of headings and references
- Procedures for contribution
- Administration and communication within the program

7

How to become involved

- Institution, not individuals
- Institutional involvement promotes continuity of participation

8

How to become involved

- A least 200 new or modified authority records per year
- Small libraries: at least 100 new or modified records per year

9

How to become involved

- Application form available at:

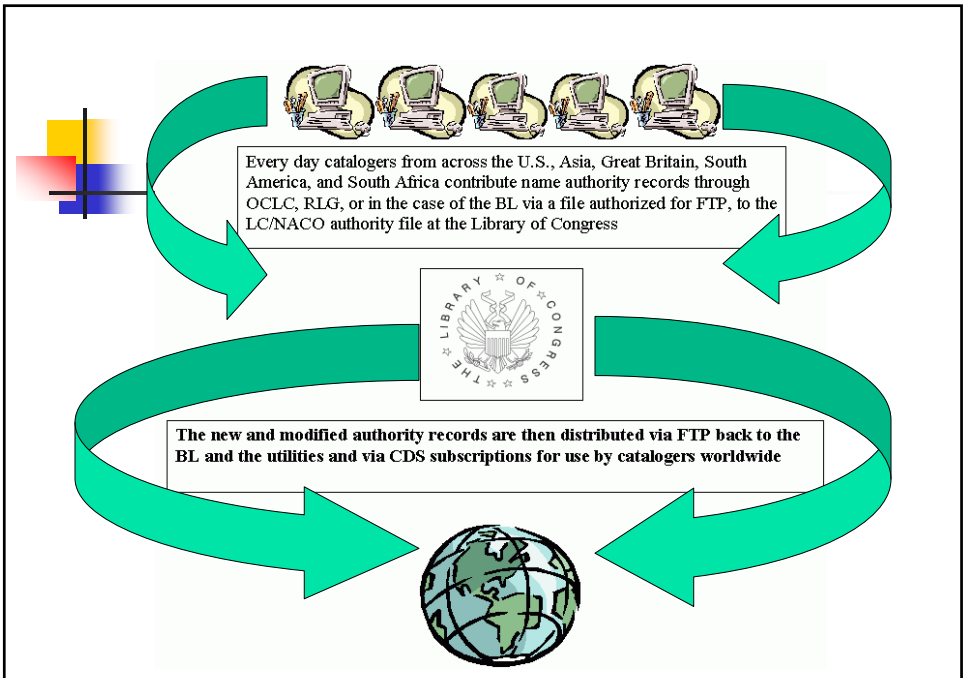
http://www.loc.gov/catdir/pcc/application.html

10

Review period

- All records are reviewed until independent—maximum of 1 year –if not independent within that time counseling takes place or participation may end.
- Records reviewed to assure that:
  - Heading is unique and properly constructed
  - Record has appropriate cross references
  - All headings in the hierarchy have been established

11



12

Funnel projects

- Libraries with similar mission or purpose in common join to contribute headings
  - **Arabic Funnel Project**
  - **Art-NACO Funnel Project**
  - **Hebraica Funnel Project**
  - **NACO Music Funnel Project**
  - **OLAC Funnel Project**
  - **Etc.**

13

Funnel projects

- Smaller libraries within a location or members of same bibliographic utility may unite to contribute headings to NACO
  - **Detroit Area Network Funnel, Minnesota Funnel, Utah Funnel, Virginia Funnel,**
  - **NACO-MEXICO, NACO-Canada, Law Funnel/OCLC, Law Funnel/OCLC, etc.**

14

Funnel coordinator and training

- Project facilitated by coordinator
- Only coordinator is ‘independent’
- Recruit members, arrange training, distribute documentation
- Training more flexible for funnels

15

Funnel contributions in FY2005

- OLAC funnel: over 2000 name and series authority records
- Minnesota funnel: over 1200 name and series authority records

16

Funnel projects

- Consult the NACO web page:

  http:www.loc.gov/catdir/pcc/naco/naco.html

17

END OF MODULE 9

18

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BASIC CREATION OF NAME AND TITLE AUTHORITIES

Module 10: Module for Reference Librarians

1

Index design

- Personal name indexes
- Corporate name indexes
- Conference name indexes
- Work indexes

2

Index design

- BEWARE!
- 1. In most systems, keyword searches do not search authority records (cross references)
- 2. In most systems, limits cannot be applied to searches that search authority records (cross references)

3

Index design: personal name indexes

Ideal: Keyword in heading searches that do not require the user to know the entry term or the order of terms, and that display matched headings rather than a list of bibliographic records

It is not intuitive for users to have to invert personal names when doing computer searches

Always include cross references from authority records in name heading indexes

4

Index design: corporate name indexes

- Ideal: Keyword in heading searches that do not require the user to know the entry term, and that display matched headings rather than a list of bibliographic records
- Users often have garbled citations for corporate bodies and shouldn't be required to know the order of terms in headings

5

Index design: corporate name indexes

- Corporate headings are often heavily constructed by catalogers, e.g. headings that begin with jurisdiction names; users can't be expected to know about this ahead of time (e.g. to look under United States for the FBI)
- Always include cross references from authority records in corporate name heading indexes

6

Index design: meeting name indexes

- Ideal: Keyword in heading searches that do not require the user to know the entry term, and that display matched headings rather than a list of bibliographic records
- Use 008 fixed field codes to provide a subset for keyword in record searching

7

Index design: meeting name indexes

- Conference names are even more often garbled in citations than corporate names
- Always include cross references from authority records in conference name heading indexes

8

Index design: work indexes

Works have authority records, too!

Implications:

1. If offered, exercise the option of displaying title cross references from authority records along with title headings from bibliographic records

9

Index design: work indexes

Works have authority records, too!

Implications:

2. If offered the option, suppress marked titles from display

130 0_ $a Rebel (Television program : 1959-1962). $p In memoriam

245 00 $a Rebel. $p In memoriam

10

Default searches

- Personal authors
- Corporate bodies
- Conferences
- Works

11

Default searches: personal authors

- Ideal default public search:
- keyword in heading search (no need to know entry terms or order of terms; no need to invert surname and forename) with display of matching headings rather than immediate display of bibliographic records

12

Default searches: corporate bodies

- Ideal default search for both public and staff:
- keyword in heading search (no need to know entry terms or order of terms; no need to invert surname and forename) with display of matching headings rather than immediate display of bibliographic records

13

Default searches: meeting names

- Ideal default search for both staff and public:
- keyword in heading search (no need to know entry terms or order of terms; no need to invert surname and forename) with display of matching headings rather than immediate display of bibliographic records

14

Default searches: works

Only SIRSI provides the option to let users do a search using both author words and title words that matches on authority records, and few libraries exercise the option.

15

Display of authority records

- General
- Display of see references
- Display of see also references
- Display of complex references
- Display of notes
- NOTE: All recommendations apply to both staff and public displays

16

Display of authority records: general

- Allow OPAC users to request the display of the full authority record for any heading:
- a. from the preferred heading (1XX) wherever it appears, whether in a heading display or a single bibliographic record display
- b. from any see (4XX) or see also (5XX) reference in a headings display

17

Display of authority records: general

- Display of the full authority record will allow OPAC users to better identify the person, corporate body, etc. they are seeking when there is more than one entity by that name, and it has the potential of empowering them to construct Google-type Internet searches using all the name variants for a given entity (for example, in a Boolean OR search)

18

Display of authority records: general

010 __ $a no90008923
100 10 $a Morgan, Dennis, $d 1910-
400 10 $a Morner, Stanley, $d 1910-
400 10 $a Stanley, Richard, $d 1910-
670 __ $a Katz, E. Film encyc., 1979 $b (Morgan, Dennis; b. Dec. 30, 1910, Prentice,Wis.; mid-30's used his r.n., Stanley Morner, or the pseud. Richard Stanley; in 1939 became Dennis Morgan; actor, singer, radio announcer, opera singer)

19

Display of authority records: general

- If a keyword-in-record search of bibliographic records also matches a heading or reference in an authority record, provide an option for the catalog user to "jump" to the appropriate place in an alphabetical display of headings that includes reference structures.

20

Display of authority records: general

- In a display of a single bibliographic record, hyperlink name or work headings to an alphabetical display of headings that includes reference structures.

21

Display of authority records: general

- If possible, display reference structures with 0 postings if a heading exists in the database in subdivided form only (i.e., make suppression of reference structures with 0 postings optional and/or dependent on the existence of a given heading whether subdivided or alone)

22

Display of authority records: general

FBI cross reference is only on the authority record for United States. Federal Bureau of Investigation.

If library has only publications of subdivisions of the agency but nothing from the agency itself, it is still going to need the cross reference

23

Display of authority records: general

- Provide hyperlinks from displayed references; these hyperlinks should take the user to the appropriate place in a headings display (i.e., a display that includes the reference structure)

24

Display of authority records: see references

- Name see references should display along with headings in any name headings search

25

Display of authority records: see references

- In the cases where there are non-unique see-references, display all the possibilities
- NEA, see:
  - National Education Association of the United States
  - National Endowment for the Arts
  - Nepal Electricity Authority
  - New England Archivists

26

Display of authority records: see also references

- Exercise one of the following options for the placement of see also references relative to headings:
- (1) Display all see/see-also references, both simple and complex, in the list of headings

27

Display of authority records: see also references

- (2) Condense the reference information in the initial display, identifying and quantifying the options available
- (3) Provide a link or links to a display of the reference structure for a given heading, with the capability of launching a new search from within the display

28

Display of authority records: see also references

- Missing links in multi-level links: make it possible to display 0-posting headings if any see-also references associated with the headings have postings

29

Display of authority records: complex references

- If offered, exercise the option to display complex see and see also references “up front”—specifically the 663, 664 and 665 fields.

30

Display of authority records: notes

- Do display general notes in authority records (e.g., 667, 680).
- Be sure to display 680 notes to the public

31

Searching techniques

- Find out which searches in your system search authority records (cross references) and be sure to use them

32

Searching techniques

- If searching is failing, try breaking the search into parts and searching one entity at a time, e.g., for a search for a musical work, search separately:
  - composer
  - work
  - work part

33

END OF MODULE 10

34

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Module 10 for reference librarians: Handout

Keyword: A set of characters bounded by spaces on either side (e.g., a word or a number). When referring to a search method, a search in which the order of the terms entered doesn't matter.

Keyword-within-heading searching: A type of search in which the user types in keywords that the system matches against the words in a single heading in a headings index in which headings are linked to bibliographic records. The matching of keywords to words in the heading is done without regard to order. The display that results is a display of headings.

Two examples of keyword-within-heading searching

Examples of keyword-within-heading searches on two keywords, *waste* and *fuel* (user is interested in the use of waste products for fuel):

Example 1. A keyword-within-heading search that looks for two keywords to occur within the same heading subfield:

650 _0 $a Waste products as fuel $v Abstracts.

Recommended initial results display: Summary display of headings matched

Step 1: The user does a keyword-within-heading search on *waste* and *fuel* in the subject heading index.

Step 2: The OPAC produces the following initial results display (a summary display of headings matched):

Line no. [available for selection]	Subject:	No. of records:
1.	Organic waste as fuel (term used in this catalogue: Waste products as fuel)	15
2.	Waste as fuel (terms used in this catalogue: Refuse as fuel	13
3.	Waste products as fuel)	12
4.	Waste products as fuel information about this term[1]	25

[1] This is a hyperlink to the authority record for this heading; see **Heading principle 2 and Recommendation S.1.1.4**.

	5 subjects related to Waste products as fuel[2]	
5.	Waste products fuel production equipment industry	12
	information about this term	
	1 subject related to Waste products fuel production equipment industry	
6.	Waste tires as fuel	1
	information about this term	
	1 subject related to Waste tires as fuel	
7.	Wood waste as fuel	2
	information about this term	
	1 subject related to Wood waste as fuel	

Step 3: The user navigates through the headings display, selecting one or more headings of interest and inspecting the bibliographic records attached to those headings. When a heading with more than one posting is selected, a summary display of bibliographic records results, listing all bibliographic records with that heading. When a heading with one posting is selected, a single-record display of that bibliographic record results.

Example 2. A keyword-within-heading search that looks for two keywords to occur within the same heading field:

650 _0 $a Reactor fuel reprocessing $x Waste disposal.

Recommended initial results display: Summary display of headings matched

Step 1: The user does a keyword-within-heading search on *waste* and *fuel* in the subject heading index.

Step 2: The OPAC produces the following initial results display (a summary display of headings matched):

Line no. [available for selection]	Subject:	No. of records:
1.	Organic waste as fuel (term used in this catalogue: Waste products as fuel)	15
2.	Reactor fuel reprocessing--Waste disposal	3
	information about this term	
	1 subject related to Reactor fuel reprocessing--Waste disposal	

[2] This is a hyperlink to the see also references for this heading; see **Heading principle 2**.

	Waste as fuel (terms used in this catalogue:	
3.	Refuse as fuel	13
4.	Waste products as fuel)	12
5.	Waste products as fuel information about this term 5 subjects related to Waste products as fuel	25
6.	Waste products fuel production equipment industry information about this term 1 subject related to Waste products fuel production equipment industry	12
7.	Waste tires as fuel information about this term 1 subject related to Waste tires as fuel	1
8.	Wood waste as fuel information about this term 1 subject related to Wood waste as fuel	2

Step 3: The user navigates through the headings display, selecting one or more headings of interest and inspecting the bibliographic records attached to those headings. When a heading with more than one posting is selected, a summary display of bibliographic records results, listing all bibliographic records with that heading. When a heading with one posting is selected, a single-record display of that bibliographic record results.

Keyword-within-record searching: A type of search in which the user types in keywords that the system matches without regard to order against all words in a single bibliographic record, or all words in a group of fields within a single bibliographic record, such as all fields containing subject terms or all title fields. The only possible result of such a search would be a direct display of bibliographic records matched, since the search can easily match words that are not in a heading field, or words that are in more than one heading field. Heretofore, systems have not applied this kind of searching to authority records, so generally cross-references are not matched on or retrieved when this kind of search is done.

Example 1. A keyword-within-record search that looks for two keywords to occur within particular fields within the same bibliographic record (here, within the subject heading fields):

110 1_ $a United States. $b Congress. $bHouse. $b Committee on Government Operations. $b Environment, Energy, and Natural Resources Subcommittee.
245 10 $a United States waste trade with Mexico and Canada.
650 _0 $a Hazardous waste management industry $z United States.

650 _0 $a Fuel trade $z United States $x Corrupt practices.

Only possible initial results display: Summary display of bibliographic records matched, here shown in order by work heading (with date order as an option that can be selected by the user)

Step 1: The user does a keyword-within-record search on *waste* and *fuel* in the subject heading fields.

Step 2: The OPAC produces the following initial results display (a summary display of bibliographic records):

1. Actinide recovery from waste and low-grade sources. 1982.
2. Agriculture, biomass, wind, new developments. 1976.
3. California Energy Commission. Nuclear fuel reprocessing and high level waste disposal. 1977-
4. California. Legislature. Assembly. Committee on Environmental Safety and Toxic Materials. Hearing on public health and environmental impacts of waste-to-energy facilities in the San Gabriel Valley. 1985.
5. Cervinka, Vaclav. Farming, the energy resource. 1979.
6. Cheremisinoff, Paul N. Energy from solid wastes. 1976.
7. A Chinese biogas manual. 1979.

..., etc.

95. United States. Congress. House. Committee on Government Operations. Environment, Energy, and Natural Resources Subcommittee. United States waste trade with Mexico and Canada. 1993.

<u>Resort by date</u>

Step 3: The user looks through the bibliographic records retrieved. When a bibliographic record is selected, a single-record display results.

Example 2. A keyword-within-record search that looks for two keywords to occur within any fields within the same bibliographic record:

245 00 $a Disposal of radioactive waste.
260 __ $a Paris : $b Nuclear Energy Agency, Organisation for Economic Co-operation and Development, $c c1992.
505 0_ $a A comparison of sorption databases used in recent performance assessments / I.G. McKinley and A. Scholtis -- The selection and use of a sorption database for the geosphere model in the Canadian nuclear fuel waste management program / T.T. Vandergraaf, K.V. Ticknor, and T.W. Melnyk ...

Only possible initial results display: Summary display of bibliographic records matched, here shown in order by work heading (with date order as an option that can be selected by the user)

Step 1: The user does a keyword-within-record search on *waste* and *fuel*.

Step 2: The OPAC produces the following initial results display (a summary display of bibliographic records):

1. An analysis of the back end of the nuclear fuel cycle with emphasis on high-level waste management. 1977.
2. Biomass handbook for the biomass conversion demonstration program. 1980.
3. Bottiger, R. Ted. Municipal solid waste and energy resource recovery in Washington State. 1979.
4. California. Air Resources Board. Project Assessment Branch. Staff report on a procedure relating to the determination of agricultural/forestry waste emission offset credits. 1987.
5. California. Legislature. Assembly. Select Committee on Energy Alternatives in Agriculture. Transcript. 1982.
6. Cassebeer, Jon Sabey. Wet air oxidation of biomass waste waters. 1983.
7. Disposal of radioactive waste . 1992.

..., etc.

<u>Resort by date</u>

Step 3: The user looks through the bibliographic records retrieved. When a bibliographic record is selected, a single-record display results.

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BASIC CREATION OF NAME AND TITLE AUTHORITIES

Module 11: Module for System Designers

1

Outline

- 1. What you can do in software design to better support authority work:
  - Global modify
  - Import of national level records
  - Linking to national authority files
  - Normalization
  - Validation

2

Outline

2. What you can do in software design to empower users to benefit from authority work
   - -Index design
   - -Default searches
   - -Display of authority records

3

Global modify

- Link the authority record for any given heading to the bibliographic records in which the heading is used, whether it is used in a 1XX, 24X*, 4XX*, 6XX, 7XX or 8XX field.
- [*protecting transcribed data in 245 and 440 from change, of course; see below]

4

Global modify

- Provide catalogers with the ability to change the heading in an authority record and thereby automatically change that heading in all attached bibliographic records*
- [*protecting transcribed data in 245 and 440 from change, of course; see below]

5

Global modify

- Provide catalogers with the ability to change the tags and/or indicators and/or subfield codes for a heading in an authority record and thereby automatically change the tags and/or indicators and/or subfield codes for that heading in all attached bibliographic records

6

Global modify

- Ensure that transcribed fields (245, 440) are protected from global modify

7

Global modify

- Hierarchical force
- When there is a change to the authority record for a main heading that has subdivisions, it should be possible for an authorities librarian to request a change to every occurrence of that main heading, whether the subdivisions are present or not, in every other authority record and every bibliographic record

8

Global modify

- Hierarchical force
- When there is a change to the authority record for a name heading that is also used in name-title headings, it should be possible for an authorities librarian to request a change to every occurrence of that name heading, whether a title subfield is present or not, in every other authority record and every bibliographic record

9

Global modify

- Hierarchical force
- Example:
- National Science Foundation
- Became
- National Science Foundation (U.S.)
- Probably to break a conflict with National Science Foundation (Colombo, Sri Lanka)
- It has many subdivisions (many other authority record begin with this heading)

10

Global modify

- Hierarchical force
- When there is a change to the authority record for a corporate name heading that has corporate subdivisions, it should be possible for an authorities librarian to request a change to every occurrence of that corporate name heading, whether a corporate subdivision is present or not, in every other authority record and every bibliographic record

11

Global modify

- Hierarchical force
- [Note that this global modify capability should not be used when a corporate name change that represents a change in identity has taken place. Human editing must be used in that situation.]

12

Global modify

- Hierarchical force
- When there is a change to the authority record for a geographic heading, it should be possible for an authorities librarian to trigger a change (under the librarian's review) to every occurrence of that geographic name used as a subdivision, in every other authority record and every bibliographic record

13

Import of national level records

Authority librarians need to be able to import national level authority records as efficiently as possible

Local fields identified by $5 subfields should be protected from overlay when national level authority records are imported and overlaid on existing local authority records

14

Linking to national authority files

It would be helpful if vendors could make it possible for records to be linked to the national authority files so that changes made nationally are automatically made locally

15

Normalization

Follow NACO normalization rules, found on the Web at:

http://www.loc.gov/catdir/pcc/naco/normrule.html

16

Normalization

Do pay attention to MARC 21 tags and indicators

130 0 _ $a Cancer metastasis

is not the same as

450 _0 $a Cancer metastasis

17

Normalization

Do pay attention to key pieces of punctuation such as commas, periods and parentheses

Note that in NACO normalization, the first internal comma in subfield $a of a normalized field is retained as found

18

Normalization

Example:

400 0_ $a Chung-hui (n79033696 Zhonghui)

Is different from

400 1_ $a Chung, hui (n79141876 Zhong, Hui)

19

Normalization

Do pay attention to presence or absence of subfield codes

Note that in NACO normalization, the subfield delimiter is retained but not the subfield code

20

Validation

Headings to be validated should never be truncated

21

Validation

Always report the following to catalogers:

1. The same heading is established in two different authority records
2. A 4XX field matches a 1XX field (in either the same authority record or a different authority record)

22

Validation

Always report the following to catalogers:

3. A 4XX field matches a 5XX field (in either the same authority record or a different authority record
4. A 5XX is not matched by a 1XX in another authority record

23

Validation

Always report the following to catalogers:

5. A 1XX heading in an authority record is not used by any other authority or bibliographic record
6. A 1XX heading in an authority record is used in other authority records but not in any bibliographic records

24

Validation

Always report the following to catalogers:

7. A 1XX heading in an authority record matches a 5XX in the same authority record
8. A 4XX in an authority record matches another 4XX in the same authority record

25

Validation

Always report the following to catalogers:

9. A 5XX in an authority record matches another 5XX in the same authority record
10. A 4XX matches part of the 1XX in another authority record or in the same authority record

26

Validation

Always report the following to catalogers:

11. A 4XX matches part of the 5XX in another authority record or in the same authority record
12. One authority record establishes a basic conference name; another authority record establishes the same name with $n, $d and/or $c subfield(s)

27

Validation

Always report the following to catalogers:

13. Headings in two authority records are the same except for subfield codes
14. Headings in two authority records are the same except for subfield codes; difference is $v vs. $x

28

Validation

Always report the following to catalogers:

15. Personal name headings in two authority records are the same except for the first indicator
16. Corporate/conference name headings in two authority records are the same except for the first indicator

29

Validation

Always report the following to catalogers:

17. A name or series heading in a bibliographic record does not have a corresponding authority record; include cases in which the heading only matches a 5XX field in an authority record
18. A name-title heading, including a name-title series heading, in a bibliographic record does not have a corresponding authority record

30

Validation

Possible locations of name-title headings in bibliographic records:

1XX plus 240

if no 240 is present, 1XX plus 245

6XX plus $t subfield

7XX plus $t subfield

8XX plus $t subfield

31

Validation

Possible locations of name-title headings in authority records:

1XX plus $t subfield

4XX plus $t subfield

5XX plus $t subfield

32

Validation

Always report the following to catalogers:

19. Personal or corporate name headings in authority and bibliographic records are the same except for first indicator
20. A name, title or series heading in a bibliographic record has an unauthorized subfield

EXAMPLE:

600 10 $a Hayworth, Rita, $d 1918-1987 $v Biography.

33

Validation

Always report the following to catalogers:

21. A heading in a bibliographic record matches one or more 4XXs in authority records
22. A subdivision in a bibliographic record matches a 48X in a subdivision authority record

34

Validation

Always report the following to catalogers:

23. A geographic subdivision ($z) in a bibliographic record matches a 451 in a geographic authority record
24. A bibliographic main or added entry heading matches an established heading but the authority record is not coded for main/added use

35

Validation

Always report the following to catalogers:

25. A bibliographic series heading matches an established heading but the authority record is not coded for series use
26. A bibliographic heading matches another heading in the same bibliographic record

36

Validation

Always report the following to catalogers:

27. A bibliographic heading matches a heading on another bibliographic record except for subfield codes (including subfield $v/$x)
28. A name heading matches a name heading on another bibliographic record except for first indicators

37

Validation

Always report the following to catalogers:

29. The heading in a bibliographic record matches the text in a 1XX or 4XX field in an authority record, but the tags do not correspond
30. There is an inconsistency between the numbering of a bibliographic series heading and the numbering information in the authority record

38

Validation

Always report the following to catalogers:

31. There is an inconsistency between the series treatment of a bibliographic series heading and the series treatment information in the authority record
32. The matched authority record represents a non-unique name or is a provisional, preliminary or memorandum record

39

Validation

33. Provide catalogers with the option to review all personal names without dates or qualifiers that are linked to more than one bibliographic record

40

What you can do

- 2. What you can do in software design to empower users to benefit from authority work:
  - Index design
  - Default searches
  - Display of authority records

41

Index design

Do not penalize users who choose to search headings indexes that include cross references by not allowing them to limit their searches

42

Index design

Make it possible to apply limits but still provide access to the appropriate reference structures; and for each heading displayed, indicate the number of bibliographic records that have that heading *and* that conform to the limits applied

43

Index design

- Personal name indexes
- Corporate name indexes
- Conference name indexes
- Work indexes

44

Index design: personal name indexes

- Keyword in heading searches that do not require the user to know the entry term or the order of terms, and that display matched headings rather than a list of bibliographic records
- It is not intuitive for users to have to invert personal names when doing computer searches
- Always include cross references from authority records in name heading indexes

45

Index design: corporate name indexes

- Keyword in heading searches that do not require the user to know the entry term, and that display matched headings rather than a list of bibliographic records
- Users often have garbled citations for corporate bodies and shouldn't be required to know the order of terms in headings

46

Index design: corporate name indexes

- Corporate headings are often heavily constructed by catalogers, e.g. headings that begin with jurisdiction names; users can't be expected to know about this ahead of time (e.g. to look under United States for the FBI)
- Always include cross references from authority records in corporate name heading indexes

47

Index design: corporate name indexes

- Display X51 headings and cross references (geographic headings) in *both* the name authority file and the subject authority file

48

Index design: meeting name indexes

- Keyword in heading searches that do not require the user to know the entry term, and that display matched headings rather than a list of bibliographic records
- Use 008 fixed field codes to provide a subset for keyword in record searching

49

Index design: meeting name indexes

- Conference names are even more often garbled in citations than corporate names
- Always include cross references from authority records in conference name heading indexes

50

Index design: work indexes

Works have authority records, too!

Implications:

1. Allow institutions the option of displaying title cross references from authority records along with title headings from bibliographic records

51

Index design: work indexes

Works have authority records, too!

Implications:

2. Allow institutions the option of suppressing marked titles from display

130 0_ $a Rebel (Television program : 1959-1962). $p In memorium

245 00 $a Rebel. $p In memorium

52

Index design: work indexes

Works have authority records, too!

Implications:

3. Since name-title work authority records do not have cross references from the title alone, allow keyword in heading searching (match two or more keywords in any order within a field and display the heading matched)

53

Default searches

- Personal authors
- Corporate bodies
- Conferences
- Works

54

Default searches: personal authors

- Default staff search:
- left to right match with automatic truncation
- Default public search:
- keyword in heading search (no need to know entry terms or order of terms; no need to invert surname and forename) with display of matching headings rather than immediate display of bibliographic records

55

Default searches: corporate bodies

- default search for both public and staff:
- keyword in heading search (no need to know entry terms or order of terms; no need to invert surname and forename) with display of matching headings rather than immediate display of bibliographic records

56

Default searches: corporate bodies

- default search for both staff and public:
- keyword in heading search (no need to know entry terms or order of terms; no need to invert surname and forename) with display of matching headings rather than immediate display of bibliographic records

57

Default searches: works

Only SIRSI provides the option to let users do a search using both author words and title words that matches on authority records, and few libraries exercise the option.

Such a search would be more attractive if the resultant displays differentiated among:

1. editions of the work sought, including editions of it that are contained in other works
2. works about the work sought
3. works related to the work sought, such as motion picture adaptations, sequels, etc.

58

Display of authority records

- General
- Display of see references
- Display of see also references
- Display of complex references
- Display of notes
- NOTE: All recommendations apply to both staff and public displays

59

Display of authority records: general

- Allow OPAC users to request the display of the full authority record for any heading:
- a. from the preferred heading (1XX) wherever it appears, whether in a heading display or a single bibliographic record display
- b. from any see (4XX) or see also (5XX) reference in a headings display

60

Display of authority records: general

- Display of the full authority record will allow OPAC users to better identify the person, corporate body, etc. they are seeking when there is more than one entity by that name, and it has the potential of empowering them to construct Google-type Internet searches using all the name variants for a given entity (for example, in a Boolean OR search)

61

Display of authority records: general

010 __ $a no90008923
100 10 $a Morgan, Dennis, $d 1910-
400 10 $a Morner, Stanley, $d 1910-
400 10 $a Stanley, Richard, $d 1910-
670 __ $a Katz, E. Film encyc., 1979 $b (Morgan, Dennis; b. Dec. 30, 1910, Prentice,Wis.; mid-30's used his r.n., Stanley Morner, or the pseud. Richard Stanley; in 1939 became Dennis Morgan; actor, singer, radio announcer, opera singer)

62

Display of authority records: general

- If a keyword-in-record search of bibliographic records also matches a heading or reference in an authority record, provide an option for the catalog user to “jump” to the appropriate place in an alphabetical display of headings that includes reference structures.

63

Display of authority records: general

- In a display of a single bibliographic record, hyperlink name or work headings to an alphabetical display of headings that includes reference structures.

64

Display of authority records: general

- Preserve punctuation and capitalization in the display of headings and references (i.e., do not normalize the display)

65

Display of authority records: general

- Use MARC 21 bibliographic tags to create meaningful arrays of name and work headings:
- 1. Separate works by a person or corporate body from works about the person or corporate body
- 2. Separate editions of a work (including editions contained within other works) from works about a work and from related works

66

Display of authority records: general

- Make it possible to display reference structures with 0 postings if a heading exists in the database in subdivided form only (i.e., make suppression of reference structures with 0 postings optional and/or dependent on the existence of a given heading whether subdivided or alone)

67

Display of authority records: general

FBI cross reference is only on the authority record for United States. Federal Bureau of Investigation.

If library has only publications of subdivisions of the agency but nothing from the agency itself, it is still going to need the cross reference

68

Display of authority records: general

- Provide hyperlinks from displayed references; these hyperlinks should take the user to the appropriate place in a headings display (i.e., a display that includes the reference structure)

69

Display of authority records: see references

- Name see references should display along with headings in any name headings search
- Libraries should be given the option to display title see references along with title headings in any title headings search
- Libraries should be given the option to have a name and title search that searches both authority records and bibliographic records

70

Display of authority records: see references

- In the cases where there are non-unique see-references, display all the possibilities
- NEA, see:
  - National Education Association of the United States
  - National Endowment for the Arts
  - Nepal Electricity Authority
  - New England Archivists

71

Display of authority records: see also references

- Systems should offer institutions an array of options for the placement of see also references relative to headings.
- Options that a system should ideally offer to an institution:
- (1) Display all see/see-also references, both simple and complex, in the list of headings

72

Display of authority records: see also references

- (2) Condense the reference information in the initial display, identifying and quantifying the options available
- (3) Provide a link or links to a display of the reference structure for a given heading, with the capability of launching a new search from within the display

73

Display of authority records: see also references

- Missing links in multi-level links: make it possible to display 0-posting headings if any see-also references associated with the headings have postings

74

Display of authority records: complex references

- Make it possible for an institution to choose to display complex see and see also references “up front”—specifically the 663, 664 and 665 fields.

75

Display of authority records: notes

- Also, as an option, make it possible to display general notes (e.g., 667, 680).

76

End of Module 11

77

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Module 11: Module for system designers

Handout on validation

Always report the following to catalogers:

1. The same heading is established in two different authority records
2. A 4XX field matches a 1XX field (in either the same authority record or a different authority record)
3. A 4XX field matches a 5XX field (in either the same authority record or a different authority record
4. A 5XX is not matched by a 1XX in another authority record
5. A 1XX heading in an authority record is not used by any other authority or bibliographic record
6. A 1XX heading in an authority record is used in other authority records but not in any bibliographic records
7. A 1XX heading in an authority record matches a 5XX in the same authority record
8. A 4XX in an authority record matches another 4XX in the same authority record
9. A 5XX in an authority record matches another 5XX in the same authority record
10. A 4XX matches part of the 1XX in another authority record or in the same authority record
11. A 4XX matches part of the 5XX in another authority record or in the same authority record
12. One authority record establishes a basic conference name; another authority record establishes the same name with $n, $d and/or $c subfield(s)
13. Headings in two authority records are the same except for subfield codes
14. Headings in two authority records are the same except for subfield codes; difference is $v vs. $x
15. Personal name headings in two authority records are the same except for the first indicator
16. Corporate/conference name headings in two authority records are the same except for the first indicator
17. A name or series heading in a bibliographic record does not have a corresponding authority record; include cases in which the heading only matches a 5XX field in an authority record
18. A name-title heading, including a name-title series heading, in a bibliographic record does not have a corresponding authority record
19. Personal or corporate name headings in authority and bibliographic records are the same except for first indicator
20. A name, title or series heading in a bibliographic record has an unauthorized subfield
21. A heading in a bibliographic record matches one or more 4XXs in authority records

22. A subdivision in a bibliographic record matches a 48X in a subdivision authority record
23. A geographic subdivision ($z) in a bibliographic record matches a 451 in a geographic authority record
24. A bibliographic main or added entry heading matches an established heading but the authority record is not coded for main/added use
25. A bibliographic series heading matches an established heading but the authority record is not coded for series use
26. A bibliographic heading matches another heading in the same bibliographic record
27. A bibliographic heading matches a heading on another bibliographic record except for subfield codes (including subfield $v/$x)
28. A name heading matches a name heading on another bibliographic record except for first indicators
29. The heading in a bibliographic record matches the text in a 1XX or 4XX field in an authority record, but the tags do not correspond
30. There is an inconsistency between the numbering of a bibliographic series heading and the numbering information in the authority record
31. There is an inconsistency between the series treatment of a bibliographic series heading and the series treatment information in the authority record
32. The matched authority record represents a non-unique name or is a provisional, preliminary or memorandum record
33. Provide catalogers with the option to review all personal names without dates or qualifiers that are linked to more than one bibliographic record

APPENDIX A
Selected MARC 21 Content Designation for Name and Title Authority Records

008 – Fixed-length data elements

008/06 : Direct or Indirect Geographic Subdivision
- n Not applicable

008/09 : Kind of Record
- a Established heading
- g Reference record

008/10 : Descriptive Cataloging Rules
- c AACR2

008/11 : Subject Heading System / Thesaurus
- a Library of Congress Subject Headings (code "a" if the name can be used as a subject
- n Not applicable (code "n" if the name cannot be used as a subject, as with some names of jurisdictions)

008/12 : Type of Series
- n Not applicable

008/13 : Numbered or Unnumbered Series
- n Not applicable

008/14 : Heading Use—Main or Added Entry
- a Appropriate for use as a main or added entry in a bibliographic record

008/15 : Heading Use—Subject Added Entry
- a Appropriate (if the name can be used as a subject)
- b Not appropriate (used if the name cannot be used as a subject (as with some names of jurisdictions)

008/16 : Heading Use—Series Added Entry
- b Not appropriate

008/17 : Type of Subject Subdivision
- n Not applicable

008/28 : Type of Government Agency
- | No attempt to code (this is not coded in NACO practice}

008/29 : Reference Evaluation

a Tracings are consistent with the heading
n Not applicable (if there are no 4XX or 5XX reference tracings)

008/32 : Undifferentiated Personal Name

a Differentiated personal name (100 field represents one and only one person)
b Undifferentiated personal name (100 field represents two or more persons)
n Not applicable (so coded for corporate body names)

008/33 : Level of Establishment

a Fully established
c Provisional

008/39 : Cataloging Source

_ National bibliographic agency (e.g., Library of Congress)
c Cooperative cataloging program
d Other

<u>Variable data fields</u>

010 : Library of Congress Control Number

First indicator: blank
Second indicator: blank
$a LC/NACO control number
$z Canceled/invalid LC control number

040 : Cataloging Source

First indicator: blank
Second indicator: blank
$a MARC 21 symbol/code of original cataloging agency
$b language of the catalog for which the record is intended (use code from MARC code list, e.g., “eng” for English)
$c MARC 21 symbol/code of transcribing agency
$d MARC 21 symbol/code of modifying agency

053 : LC Classification (used primarily for literary author numbers)

First indicator: blank
Second indicator: Source of call number: 0 = Assigned by LC; 4 = Assigned by agency other than LC
$a Classification number element—single number or beginning of a span
$b Classification number element—ending number of a span
$c Explanatory term

082 : Dewey Decimal Call Number (used primarily for literary author numbers)

First indicator: Type of edition: 0 = Full; 1 = Abridged

Second indicator: Source of call number: 0 = Assigned by LC; 4 = Assigned by agency other than LC
$a Classification number
$2 Edition number of DDC

1XX : Established Heading

100 : Heading—Personal Name (and uniform title with associated personal name)
First indicator: 0 – forename; 1 – surname.
Second indicator: blank

110 : Heading—Corporate Name (and uniform title with associated corporate name)
First indicator: 1 – jurisdiction name; 2 – other name in direct order
Second indicator: blank

111 : Heading—Meeting Name
First indicator: 2 – name in direct order
Second indicator: blank

130 : Heading—Uniform Title (without associated personal or corporate name)
First indicator: blank
Second indicator: 0-9 (nonfiling characters)

151 : Heading—Name of Jurisdiction
First indicator: blank
Second indicator: blank

See below 5XX for subfield definitions

4XX : See From / UF (Used For) Tracings

400 : See From Tracing—Personal Name (and uniform title with associated personal name)
First indicator: 0 – forename; 1 – surname.
Second indicator: blank

410 : See From Tracing—Corporate Name (and uniform title with associated corporate name)
First indicator: 1 – jurisdiction name; 2 – other name in direct order
Second indicator: blank

411 : See From Tracing—Meeting Name
First indicator: 2 – name in direct order
Second indicator: blank

430 : See From Tracing—Uniform Title (without associated personal or corporate name)
First indicator: blank
Second indicator: 0-9 (nonfiling characters)

451 : See From Tracing—Name of Jurisdiction
First indicator: blank
Second indicator: blank

See below 5XX for subfield definitions

5XX : See Also From Tracings

500 : See Also From Tracing—Personal Name (and uniform title with associated personal name)
First indicator: 0 – forename; 1 – surname.
Second indicator: blank

510 : See Also From Tracing—Corporate Name (and uniform title with associated corporate name)
First indicator: 1 – jurisdiction name; 2 – other name in direct order
Second indicator: blank

511 : See Also From Tracing—Meeting Name
First indicator: 2 – name in direct order
Second indicator: blank

530 : See Also From Tracing—Uniform Title (without associated personal or corporate name)
First indicator: blank
Second indicator: 0-9 (nonfiling characters)

551 : See Also From Tracing—Name of Jurisdiction
First indicator: blank
Second indicator: blank

<u>1XX, 4XX, 5XX subfields</u>

X00 : Subfields

$a – personal name (including surname and/or forename)
$d – dates associated with name
$q – fuller form of name
The following subfields are used with name/title uniform titles
$f – date of work
$k – form (used for “Selections” as part of a UT for an individual work)
$l – language (of translation)
$n – number of part or section of a work
$p – name of part or section of a work
$t – title

X10 : Subfields

$a – Corporate name
$b – Subordinate unit
The following subfields are used with meeting names entered subordinately
$c – Location of meeting
$d – Date of meeting
$n – Number of meeting
The following subfields are used with name/title uniform titles
$f – date of work
$k – form (used for “Selections” as part of a UT for an individual work)
$l – language (of translation)
$n – number of part or section of a work
$p – name of part or section of a work
$t – title

X11 : Subfields

$a – Meeting name
$c – Location of meeting
$d – Date of meeting
$e – Subordinate unit
$n – Number of meeting

X30 : Subfields

$a – uniform title
$f – date of work
$k – form (used for "Selections" as part of a UT for an individual work)
$l – language (of translation)
$n – number of part or section of a work
$p – name of part or section of a work

X51 : Subfields

$a – name of jurisdiction

5XX subfields : in addition to the above,

$w – control subfield
Position 1 (also called byte 0) – Special relationship to the entity represented in the 1XX field:
a – earlier heading
b – later heading

667 : Nonpublic General Note

First indicator: blank
Second indicator: blank
$a - note

670 : Source Data Found

First indicator: blank
Second indicator: blank
$a – Source citation
$b – Information found

675 : Source Data Not Found

First indicator: blank
Second indicator: blank
$a – source citation

781 : Subdivision Linking Entry – Geographic Subdivision

First indicator: blank
Second indicator: Thesaurus: 0 (LCSH or LC/NACO Authority File)
$z Geographic subdivision

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APPENDIX B
Sample Authority Records

Personal Name : OCLC Display

OCLC Connexion - [Online LC Authority File: Williams, Tennessee, 1911-1983]

File Cataloging Authorities Edit Action Batch View Tools Window Help

Text Strings User Tools

ARN 322461

Rec stat	c	Entered	19800709	Replaced	20040623033151.0		
Type	z	Upd status	a	Enc lvl	n	Source	
Roman	■	Ref status	a	Mod rec		Name use	a
Govt agn	■	Auth status	a	Subj	a	Subj use	a
Series	n	Auth/ref	a	Geo subd	n	Ser use	b
Ser num	n	Name	a	Subdiv tp	n	Rules	c

010			n 79090096
040			DLC ǂb eng ǂc DLC ǂd DLC ǂd MdU ǂd OCoLC ǂd CSt-HC ǂd UPB
053		0	PS3545.I5365
100	1		Williams, Tennessee, ǂd 1911-1983
400	1		Williams, Thomas Lanier, ǂd 1911-1983
400	1		Uil'i͡a͡ms, Tennessi, ǂd 1911-1983
400	1		Vilyams, Ṭenesi, ǂd 1911-1983
670			His The Glass menagerie, 1945.
670			His Stopped rocking and other screenplays, 1984: ǂb CIP t.p. (Tennessee Williams) data sheet (d. 1983)
670			His "Stekli͡a͡nnyĭ zverinet͡s͡" i eshche devi͡a͡t' p'es (MI) 1967: ǂb t.p. (Tennessi Uil'i͡a͡ms)
670			Bevar ha-zekhukhit, 1973: ǂb t.p. (Ṭenesi Vilyams) t.p. verso (Tennessee Williams [in rom.])
670			Contemporary Authors, via WWW, June 21, 2004 ǂb (Thomas Lanier Williams; b. March 26, 1911, Columbus, MS; d. Feb. 24, 1983, at Hotel Elysee, New York, NY; Playwright, novelist, short story writer, and poet)

Personal Name : LC Display

http://authorities.loc.gov - MARC Display (Library of Congress Authorities) - Mozilla Firefox

File Edit View History Bookmarks Tools Help

authorities.loc.gov

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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: n 79090096

HEADING: Williams, Tennessee, 1911-1983

000 01251cz a2200265n 450
001 2824028
005 20040623033151.0
008 800709n| acannaabn |a aaa
010 __ |a n 79090096
035 __ |a (OCoLC)oca00322461
035 __ |a (DLC)n 79090096
040 __ |a DLC |b eng |c DLC |d DLC |d MdU |d OCoLC |d CSt-HC |d UPB
053 _0 |a PS3545.I5365
100 1_ |a Williams, Tennessee, |d 1911-1983
400 1_ |a Williams, Thomas Lanier, |d 1911-1983
400 1_ |a Uil′i͡a͡ms, Tennessi, |d 1911-1983
400 1_ |a Vilyams, Tenesi, |d 1911-1983
670 __ |a His The Glass menagerie, 1945.
670 __ |a His Stopped rocking and other screenplays, 1984: |b CIP t.p. (Tennessee Williams) data sheet (d. 1983)
670 __ |a His "Stekli͡a͡nnyĭ zverinet͡s͡" i eshche devi͡a͡t′ p′es (MI) 1967: |b t.p. (Tennessi Uil′i͡a͡ms)
670 __ |a Bevar ha-zekhukhit, 1973: |b t.p. (Tenesi Vilyams) t.p. verso (Tennessee Williams [in rom.])
670 __ |a Contemporary Authors, via WWW, June 21, 2004 |b (Thomas Lanier Williams; b. March 26, 1911, Columbus, MS; d. Feb. 24, 1983, at Hotel Elysee, New York, NY; Playwright, novelist, short story writer, and poet)
952 __ |a RETRO
952 __ |a Death date added per B.R. Tucker, 3-15-89
953 __ |a xx00 |b ta06

Previous Next

Done

Uniform Title : OCLC Display

OCLC Connexion - [Online LC Authority File: Casablanca (Motion picture)]

File Cataloging Authorities Edit Action Batch View Tools Window Help

Text Strings User Tools

ARN 460986

Rec stat	c	Entered	19801114	Replaced	20050419145644.0		
Type	z	Upd status	a	Enc lvl	n	Source	
Roman	■	Ref status	a	Mod rec		Name use	a
Govt agn	■	Auth status	a	Subj	a	Subj use	a
Series	n	Auth/ref	a	Geo subd	n	Ser use	b
Ser num	n	Name	n	Subdiv tp	n	Rules	c

010			n 80079669
040			DLC ǂb eng ǂc DLC ǂd DLC ǂd UPB ǂd DLC
130		0	Casablanca (Motion picture)
430		0	Everybody comes to Rick's
670			Koch, H. Casablanca, 1973.
670			Internet movie database, via the WWW, June 21, 2004 ǂb (Casablanca; orig. script title: Everybody comes to Rick's)

Uniform Title : LC Display

http://authorities.loc.gov - MARC Display (Library of Congress Authorities) - Mozilla Firefox

File Edit View History Bookmarks Tools Help

authorities.loc.gov

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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: n 80079669

HEADING: Casablanca (Motion picture)

000 00537cz a2200169n 450
001 1440662
005 20050419145644.0
008 801114n| acannaab |a ana
010 __ |**a** n 80079669
035 __ |**a** (DLC)n 80079669
040 __ |**a** DLC |c DLC |**d** DLC |**d** UPB |**d** DLC
130 _0 |**a** Casablanca (Motion picture)
430 _0 |**a** Everybody comes to Rick's
670 __ |**a** Koch, H. Casablanca, 1973.
670 __ |**a** Internet movie database, via the WWW, June 21, 2004 |**b** (Casablanca; orig. script title: Everybody comes to Rick's)
952 __ |**a** RETRO
953 __ |**a** xx00 |**b** ym09

Previous Next

Save, Print or Email Records (View Help)

Select Download Format: Text (Labelled Display) Press to SAVE or PRINT

Email Text (Labelled Display) to: Press to SEND EMAIL

Help - Search - Search History - Headings List - Start Over

Uniform Title (Name/Title) : OCLC Display

OCLC Connexion - [Online LC Authority File: Twain, Mark, 1835-1910. Adventures of Huckleberry ...

File Cataloging Authorities Edit Action Batch View Tools Window Help

Text Strings User Tools

ARN 364098

Rec stat	c	Entered	19791115	Replaced	20010524140018.0		
Type	z	Upd status	a	Enc lvl	n	Source	
Roman	■	Ref status	a	Mod rec		Name use	a
Govt agn	■	Auth status	a	Subj	a	Subj use	a
Series	n	Auth/ref	a	Geo subd	n	Ser use	b
Ser num	n	Name	a	Subdiv tp	n	Rules	c

010			n 79132705 ‡z n 79125030
040			DLC ‡b eng ‡c DLC ‡d DLC ‡d OrU ‡d DLC
100	1		Twain, Mark, ‡d 1835-1910. ‡t Adventures of Huckleberry Finn
400	1		Twain, Mark, ‡d 1835-1910. ‡t Adventures of Huckleberry Finn (Tom Sawyer's comrade)
400	1		Twain, Mark, ‡d 1835-1910. ‡t Huckleberry Finn
400	1		Twain, Mark, ‡d 1835-1910. ‡t Annotated Huckleberry Finn
670			His Tom Sawyer and Huckleberry Finn, 1979, c1980: ‡b t.p. (containing the complete texts of ... The adventures of Huckleberry Finn)
670			Twain, M. The adventures of Huckleberry Finn (Tom Sawyer's comrade), 1884.
670			The annotated Huckleberry Finn, 1981.

Uniform Title (Name/Title) : LC Display

http://authorities.loc.gov - MARC Display (Library of Congress Authorities) - Mozilla Firefox

File Edit View History Bookmarks Tools Help

authorities.loc.gov

Search Web Mail My Yahoo! Sign Out

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: n 79132705

HEADING: Twain, Mark, 1835-1910. Adventures of Huckleberry Finn

000 00893cz a2200205n 450

001 500804

005 20010524140018.0

008 791115n| acannaab |a aaa

010 __ |**a** n 79132705 |**z** n 79125030

035 __ |**a** (OCoLC)oca00364098

035 __ |**a** (DLC)n 79132705

040 __ |**a** DLC |**c** DLC |**d** DLC |**d** OrU |**d** DLC

100 1_ |**a** Twain, Mark, |**d** 1835-1910. |**t** Adventures of Huckleberry Finn

400 1_ |**a** Twain, Mark, |**d** 1835-1910. |**t** Adventures of Huckleberry Finn (Tom Sawyer's comrade)

400 1_ |**a** Twain, Mark, |**d** 1835-1910. |**t** Huckleberry Finn

400 1_ |**a** Twain, Mark, |**d** 1835-1910. |**t** Annotated Huckleberry Finn

670 __ |**a** His Tom Sawyer and Huckleberry Finn, 1979, c1980: |**b** t.p. (containing the complete texts of ... The adventures of Huckleberry Finn)

670 __ |**a** Twain, M. The adventures of Huckleberry Finn (Tom Sawyer's comrade), 1884.

670 __ |**a** The annotated Huckleberry Finn, 1981.

953 __ |**a** be20 |**b** lk19

Previous Next

Save, Print or Email Records (View Help)

Corporate Name : OCLC Display

OCLC Connexion - [Online LC Authority File: Frank Erwin Center]

File Cataloging Authorities Edit Action Batch View Tools Window Help

Text Strings User Tools

ARN 2426491

Rec stat	n	Entered	19881104	Replaced	19881219151446.6		
Type	z	Upd status	a	Enc lvl	n	Source	c
Roman	■	Ref status	a	Mod rec		Name use	a
Govt agn	■	Auth status	a	Subj	a	Subj use	a
Series	n	Auth/ref	a	Geo subd	n	Ser use	b
Ser num	n	Name	n	Subdiv tp	n	Rules	c

010			n 88672822
040			TxU ǂb eng ǂc TxU
110	2		Frank Erwin Center
410	2		Erwin Center
410	2		University of Texas Frank Erwin Center
410	2		University of Texas at Austin. ǂb Frank Erwin Center
670			Applause magazine, Mar. 1988: ǂb t.p. (Frank Erwin Center) p. 3 (University of Texas Frank Erwin Center; Austin, Texas)

Corporate Name : LC Display

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LIBRARY OF CONGRESS AUTHORITIES

Help New Search Search History Headings List Start Over

Previous Next

MARC Display Labelled Display

LC Control Number: n 88672822

HEADING: Frank Erwin Center

000 00556nz a2200169n 450

001 4420084

005 19881219151446.6

008 881104n| acannaab |a ana c

010 __ |**a** n 88672822

035 __ |**a** (DLC)n 88672822

040 __ |**a** TxU |**c** TxU

110 20 |**a** Frank Erwin Center

410 20 |**a** Erwin Center

410 20 |**a** University of Texas Frank Erwin Center

410 20 |**a** University of Texas at Austin. |**b** Frank Erwin Center

670 __ |**a** Applause magazine, Mar. 1988: |**b** t.p. (Frank Erwin Center) p. 3 (University of Texas Frank Erwin Center; Austin, Texas)

953 __ |**a** bz81

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Meeting Name : OCLC Display

OCLC Connexion - [Online LC Authority File: IEEE International Conference on Consumer and Indu...

File Cataloging Authorities Edit Action Batch View Tools Window Help

Text Strings User Tools

ARN 1785949

Rec stat	n	Entered	19870209	Replaced	19870209111607.7		
Type	z	Upd status	a	Enc lvl	n	Source	
Roman	■	Ref status	a	Mod rec		Name use	a
Govt agn	■	Auth status	d	Subj	a	Subj use	a
Series	n	Auth/ref	a	Geo subd	n	Ser use	b
Ser num	n	Name	n	Subdiv tp	n	Rules	c

010			n 87807265
040			DLC ǂb eng ǂc DLC
111	2		IEEE International Conference on Consumer and Industrial Electronics and Applications ǂd (1984 : ǂc Singapore)
411	2		International Conference on Consumer and Industrial Electronics and Applications, IEEE
411	2		Conference on Consumer and Industrial Electronics and Applications, IEEE International
670			nuc86-109429: Its Tencon '84, 1984 ǂb (hdg. on AzU rept.: IEEE International Conference on Consumer and Industrial Electronics and Applications (1984 : Singapore); usage: IEEE International Conference on Consumer and Industrial Electronics and Applications, April 17-19, 1984, Singapore)

Meeting Name : LC Display

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MARC Display Labelled Display

LC Control Number: n 87807265

HEADING: IEEE International Conference on Consumer and Industrial Electronics and Applications (1984 : Singapore)

000 00866nz a2200157n 450

001 655694

005 19870209111607.7

008 870209n| acannaab |a and

010 __ |**a** n 87807265

035 __ |**a** (DLC)n 87807265

040 __ |**a** DLC |**c** DLC

111 20 |**a** IEEE International Conference on Consumer and Industrial Electronics and Applications |**d** (1984 : |**c** Singapore)

411 20 |**a** International Conference on Consumer and Industrial Electronics and Applications, IEEE

411 20 |**a** Conference on Consumer and Industrial Electronics and Applications, IEEE International

670 __ |**a** nuc86-109429: Its Tencon '84, 1984 |**b** (hdg. on AzU rept.: IEEE International Conference on Consumer and Industrial Electronics and Applications (1984 : Singapore); usage: IEEE International Conference on Consumer and Industrial Electronics and Applications, April 17-19, 1984, Singapore)

953 __ |**a** nf04

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Jurisdiction Name : OCLC Display

OCLC Connexion - [Online LC Authority File: British Honduras]

File Cataloging Authorities Edit Action Batch View Tools Window Help

Text Strings User Tools

ARN 358479

Rec stat	c	Entered	19791101	Replaced	20030215071224.0		
Type	z	Upd status	a	Enc lvl	n	Source	
Roman	■	Ref status	a	Mod rec		Name use	a
Govt agn	■	Auth status	a	Subj	n	Subj use	b
Series	n	Auth/ref	a	Geo subd	n	Ser use	b
Ser num	n	Name	n	Subdiv tp	n	Rules	c

010			n 79126945
040			DLC ǂb eng ǂc DLC ǂd DLC ǂd WaU
043			ncbh—
151			British Honduras
451			Balize
451			Belice
551			Belize ǂw b
667			SUBJECT USAGE: This heading is not valid for use as a subject. Works about this place are entered under Belize.

Jurisdiction Name : LC Display

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Help New Search Search History Headings List Start Over

Previous Next

MARC Display Labelled Display

LC Control Number: n 79126945

HEADING: British Honduras

000 00538cz a2200193n 450
001 500252
005 20030215071224.0
008 791101n| acnnnabbn |a ana
010 __ |a n 79126945
035 __ |a (OCoLC)oca00358479
040 __ |a DLC |b eng |c DLC |d DLC |d WaU
043 __ |a ncbh---
151 __ |a British Honduras
451 __ |a Balize
451 __ |a Belice
551 __ |w b |a Belize
667 __ |a SUBJECT USAGE: This heading is not valid for use as a subject. Works about this place are entered under Belize.
952 __ |a RETRO
953 __ |a xx00 |b fj21

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APPENDIX C
Bibliography

Books and Periodicals: General

Anglo-American Cataloging Rules. 2nd ed., 2002 revision. Chicago: American Library Association, 2002.

Cataloging Service Bulletin. Washington, D.C.: Library of Congress, 1978- Quarterly. ISSN 0160-8029

Furrie, Betty. *Understanding MARC Bibliographic: Machine-Readable Cataloging.* 7th ed. Washington, D.C.: Cataloging Distribution Service, 2003.

Library of Congress Rule Interpretations. 2nd ed. Washington, D.C.: Cataloging Distribution Service, 1989. 2v. (loose-leaf).

MARC 21 Concise Formats. 2003 ed. Washington, D.C.: Cataloging Distribution Service, 2003.

MARC 21 Format for Authority Data. 1999 ed. Washington, D.C.: Cataloging Distribution Service, 1999. 2v. (loose-leaf)

MARC 21 Format for Bibliographic Data. 1999 ed. Washington, D.C.: Cataloging Distribution Service, 1999. 2v. (loose-leaf)

Maxwell, Robert L. *Maxwell's Guide to Authority Work.* Chicago, Ill. : American Library Association, 2002.

Taylor, Arlene G. *The Organization of Information.* 2nd ed. Westport, Conn.: Libraries Unlimited, 2004.

Understanding MARC Authority Records: Machine-Readable Cataloging. Washington, D.C.: Cataloging distribution Service, 2004.

Online Resources

Alphabetic list of ambiguous entities (i.e., is it a subject or a name?)
http://www.loc.gov/catdir/pcc/saco/alpha405.html

Cataloger's Desktop. Washington, D.C.: Cataloging Distribution Service, 1994. Available by subscription, CD-ROM or Web version. Updated quarterly. ISSN 1073-4929.
Also available as CD-ROM.

Includes several tools used in this workshop: *AACR2, LCRIs, MARC Formats, NACO Participants' Manual*

Classification Web. Available by subscription. See http://classweb.loc.gov

Library of Congress Authorities. http://authorities.loc.gov

Library of Congress Online Catalog. http://catalog.loc.gov

MARC Standards. http://lcweb.loc.gov/marc

NACO (from the PCC home page). http://www.loc.gov/catdir/pcc/naco/naco.html

NACO Participants' Manual. http://www.loc.gov/catdir/pcc/naco/npm3rd.pdf

A Few Useful (and Free!) Online Databases for Name Authority Work

FamilySearch (extensive genealogical databases, including birth and death dates)
www.familysearch.org

GEOnet Names Server (place names outside the United States)
http://earth-info.nga.mil/gns/html/index.html

Getty Thesaurus of Geographic Names Online
http://www.getty.edu/research/conducting_research/vocabularies/tgn/index.html

The Internet Movie Database (extensive list of motion pictures, actors, directors, etc.)
http://www.imdb.com/

SACO list of geographic databases
http://www.loc.gov/catdir/pcc/saco/resources.html#GEOG

Social Security Death Index (includes birth and death dates of deceased persons who had social security numbers)
http://www.death-records.net/ssdi.htm

Union List of Artist Names Online (from the Getty)
http://www.getty.edu/research/conducting_research/vocabularies/ulan/index.html

USGS National Mapping Information (GNIS) (place names inside the United States)
http://geonames.usgs.gov/pls/gnispublic

EXERCISES 1-10

Identify the cataloging principle being applied in each of these cases

1

Exercise 1: answers

110 1_ $a United States. $b Central Intelligence Agency
410 2_ $a CIA

110 1_ $a United States. $b DCI Counterterrorist Center

Hierarchical force

2

Exercise 2: answers

100 1_ $a Westlake, Donald E.
500 1_ $a Clark, Curt
500 1_ $a Stark, Richard, $d 1933-

100 1_ $a Clark, Curt
500 1_ $a Westlake, Donald E.

100 1_ $a Stark, Richard, $d 1933-
500 1_ $a Westlake, Donald E.

Change of name is change of identity

3

Exercise 3: answers

100 1_ $a Layne, Sara Shatford
400 1_ $a Shatford, Sara

Uniform headings

4

Exercise 4: answers

110 2_ $a Natural History Museum (London, England)

110 2_ $a Natural History Museum (Nepal)

Unique headings

5

Exercise 5: answers

100 1_ $a Wayne, John, $d 1907-1979

400 1_ $a Morrison, Marion Michael, $d 1907-1979

Name commonly known

6

Exercise 6: answers

130 _0 $a Young and innocent (Motion picture)
430 _0 $a Girl was young (Motion picture)

Uniform headings

7

Exercise 7: answers

100 1_ $a Marx, Karl, $d 1818-1883

100 1_ $a Marx, Karl, $d 1897-

Unique headings

8

Exercise 8: answers

100 1_ $a Cummings, E. E. $q (Edward Estlin), $d 1894-1962
400 1_ $a Cummings, Edward Estlin, $d 1894-1962

Name commonly known

9

Exercise 9: answers

110 2_ $a Association for Library Collections & Technical Services
510 2_ $a American Library Association. $b Resources and Technical Services Division

110 2_ $a American Library Association. $b Resources and Technical Services Division
510 2_ $a Association for Library Collections & Technical Services

Change of name is change of identity

10

Exercise 10: answers

100 1_ $a Petrarca, Francesco, $d 1304-1374
400 1_ $a Petrarch, $d 1304-1374

100 1_ $a Petrarca, Francesco, $d 1304-1374. $t Sine nomine. $l English

Hierarchical force

11

EXERCISES

1, pt. 1-3

670 $a

12

Exercise 1: answers, part 1

100	1		‡a Fashade, Eman M.
245	1	0	‡a Youth and independence.
260			‡a Ibidan, Nigeria : ‡b Advent Press, ‡c 1947.

670 $a Youth and independence, 1947

13

Exercise 1: answers, part 2

245	0	0	‡a Ebola war ‡h [videorecording] : ‡b the nurses of Gulu / ‡c [presented by] Filmakers Library, Inc. ; produced by Alethia Productions ; director, David Belluz ; producers, Lori Kuffner, David Belluz ; writers, David Belluz, Daryl K. Davis.
260			‡a New York, N.Y. : ‡b Filmakers Library, Inc., ‡c c2002.

670 $a Ebola war, c2002

14

Exercise 1: answers, part 3

100	1		‡a Costello, Kimberly.
245	1	0	‡a L.A. Med. ‡p Liver let die : ‡b pilot / ‡c written by Kimberly Costello.
260			‡a [Calif.?] : ‡b Stan Rogow Productions/Emerald Isle Productions, Touchstone Television, ‡c [199-?]

670 $a L.A. Med. Liver let die, 199-?

15

Exercises 2-4, for 670

- Convert information into complete 670 field
- Special attention to subfield $b

16

Exercises 2-4: answers

670 __ $a Les invasions barbares, 2004: $b title frame (Stéphanie Rousseau)

670 __ $a Technological transitions, 2000: $b t.p. (Abigail Andah)

670 __ $a Bärenmärchen, c1999: $b t.p. (Katrin Engelking) p. 32 (b. 1970, Bückeburg; illustrator)

17

Final exercises (5-9)

- Provided with bibliographic fields, authority fields, and other information
- Select information to go into 670 fields
- Construct all the 670 fields needed in the authority record

18

Exercise 5: answers

670 __ $a With Lord Methuen in South Africa … 1906: $b t.p. (H.S. Gaskell)

670 __ $a OCLC, March 15, 2002 $b (hdg.: Gaskell, Hugh Selwyn; usage not given)

19

Exercise 6: answers

670 __ $a Les invasions barbares, 2004: $b title frames (Daniel Louis)

670 __ $a IMDb, via WWW, Sept. 15, 2004 $b (Daniel Louis, b. 12 Oct. 1953, Montréal, Québec)

20

Exercise 7: answers

670 __ $a The office, 2004.: $b title frames (producer, Ash Atalla)

21

Exercise 8: answers

670 __ $a Das von der Liebe handelnde Sinn- und Lehr- reiche ...1750: $b t.p. (Johann Christian Hallmann)

670 __ $a OCLC, March 15, 2002 $b (hdgs.: Hallmann, Johann Christian, d.1704, Hallman, Johann Christian, ca. 1640-1704, Hallmann, Joh. Chn., Hallmann, Johann Christian; usage: Joh. Chn. Hallmann, Johann Christian Hallmann, Joannes Christianus Hallmann, J.C.H.)

22

Exercise 9: answers

670 __ $a Le Sahara, 1877: $b t.p. (V. Largeau)

670 __ $a OCLC, Sept. 28, 2004 $b (hdgs.: Largeau, Victor, 1840-1897, Largeau, Victor, 1840-1916, Largeau, Victor, b. 1840, Largeau, Victor, 1840- , Largeau, Victor, Largeau, V. (Victor), 1840-1897; usage: V. Largeau, Victor Largeau)

More …

23

Exercise 9: answers, continued

670 __ $a World Statesmen Web site, Sept. 28, 2004 $b (Largeau, Victor, 1842-1897)

670 __ $a Bib. nat. cat., Sept. 28, 2004 $b (Largeau, Victor, 1842- 1896)

24

EXERCISES 1-2

Is this the same person?

25

Exercise 1: answers

- Does the name of the author of your book already have an established authority record? **YES**
- Bibliographic heading?

  100 1_ $a Davis, Kate, $d 1959-

26

Exercise 2: answers

- Does the name of the author of your book already have an established authority record? **YES**
- Bibliographic heading?

  100 1_ $a Thompson, Graham, $d 1950-

27

EXERCISES 3-6

Choice of name

28

Exercise 3: answers

‘Peter R. Townsend’ appears 5 times

‘Peter Richard Townsend’ appears 2 times

Heading based on: Peter R. Townsend

29

Exercise 4: answers

‘William A. Rogers’ in chief source

Heading based on: William A. Rogers

30

Exercise 5: answers

Verso t.p.: R.G. Stein

P. 145: Roger Stein:

Heading based on: R.G. Stein

31

Exercise 6: answers

‘Michael’ in English publication

‘Miguel’ in Spanish publication

Heading based on: Miguel Angel Rodríguez-Valdés

32

EXERCISES 7-8

Choice of entry element

33

Exercise 7: answers

100 1_ $a Martin Smith, Patrick
400 1_ $a Smith, Patrick Martin

34

Exercise 8: answers

100 1_ $a X, Malcolm
400 0_ $a Malcolm X

35

EXERCISES 9-11

Qualifiers

36

Exercise 9: answers

100 1_ $a Williams, John, $d 1872-1944

670 __ $a The story of a country man and his garden, 1997: $b t.p. (John Williams) p. 10 (b. Sept. 22, 1872) p. 150 (d. May 30, 1944)

670 __ $a OCLC, April 25, 2005 $b (hdg.: Williams, John, 1872-1944; usage: John Williams)

37

Exercise 10: answers

100 1_ $a Richards, R. L. $q (Raymond L.)

400 1_ $a Richards, Raymond L.

670 __ $a New topics in chemistry, 1980: $b t.p. (R. L. Richards, A.R.C. Unit of Nitrogen Fixation, Univ. of Sussex)

670 __ $a Directory of British Scientists, 1966-67 $b (Richards, Raymond L., BSc 1961, PhD 1964 Manc.; SO, ARC Unit Nitrogen Fixation, Sussex, FCS)

38

Exercise 11: answers

100 1_ $a Smith, John, $c Captain

670 __ $a The seafarers, 1877: $b t.p. (Captain John Smith)

39

EXERCISE 1

Choice of title

40

Exercise 1: answers

- Title:
  Bride of Frankenstein
- See references:
  Frankenstein lives again!
  Return of Frankenstein

41

EXERCISE 2

Translation

42

Exercise 2: answers

100 1_ $a Card, Orson Scott. $t Shadow puppets. $l French

400 1_ $a Card, Orson Scott. $t Marionettes de l'ombre

670 __ $a Les marionettes de l'ombre, 2004

43

EXERCISE 3
Collective uniform title

44

Exercise 3: answers

100 1_ $a Twain, Mark, $d 1835-1910. $t Selections. $f 1985

400 1_ $a Twain, Mark, $d 1835-1910. $t Portable Mark Twain. $f 1985

670 __ $a The portable Mark Twain, 1985

45

EXERCISE 4 Parts

46

Exercise 4: answers

100 0_ $a Homer. $t Odyssey. $n Book 9-12. $l English

400 0_ $a Homer. $t Travels of Ulysses

670 __ $a The travels of Ulysses, 1980

47

EXERCISE 5 Qualifiers

48

Exercise 5: answers

130 _0 $a Bride of Frankenstein (Motion picture)

430 _0 $a Frankenstein lives again! (Motion picture)

430 _0 $a Return of Frankenstein (Motion picture)

670 __ $a The bride of Frankenstein, 1935

670 __ $a Internet movie database, [date viewed] $b (The bride of Frankenstein; also known as Frankenstein lives again!, The return of Frankenstein)

49

EXERCISES 1-3

Choice of name

50

Exercise 1: answers

The language of the body is Italian. Use the form in the official language of the body:

Consiglio di borsa

51

Exercise 2: answers

Use the name that appears on the chief source of information:

U.S. Export Council for Renewable Energy

52

Exercise 3: answers

Use the name that is presented formally:

Llano ISD

53

EXERCISES
4-7

Choice of entry element

54

Exercise 4: answers

Does not fall under one of the types

110 2_ $a Philip Kahgan Collection
410 2_ $a UCLA Film and Television Archive. $b Philip Kahgan Collection

55

Exercise 5: answers

Non-government Type 6: It includes the entire name of its higher or related body

110 2_ $a Brethren in Christ Church. $b Board of Administration
410 2_ $a Board of Administration of the Brethren in Christ Church

56

Exercise 6: answers

Government type 2: It contains a word that implies that it is administratively subordinate

110 1_ $a Canada. $b Committee on Election Expenses

57

Exercise 7: answers

Does not fall under one of the types (remember that there is no equivalent for governments for the non-government type 6)

110 2_ $a Utah State Library

58

EXERCISES 8-10

Qualifiers

59

Exercise 8: answers

Name doesn't convey the idea of a corporate body; add any appropriate word in English

110 2_ $a Andaraje (Musical group)
670 __ $a Anonimo y popular [SR], 2001: $b label (Andaraje) insert (Andaraje; formed 1972; specializes in traditional Andalusian music)

60

Exercise 9: answers

Name conflicts with other names ; add the location

110 2_ $a Grand Hotel (Mackinac Island, Mich.)
670 __ $a Grand Hotel, Mackinac Island, 1987: $b p. 30 (Grand Hotel, originally opened in 1887)
670 __ $a Grand Hotel, Mackinac Island website, [date] $b (Grand Hotel, 1 Grand Ave., Mackinac Island, Mich.)

61

Exercise 10: answers

Name conflicts with other names ; add the institution

110 2_ $a Fisher Gallery (University of Southern California)
410 2_ $a University of Southern California. $b Fisher Gallery
670 __ $a Artists, technology & the ownership of creative content, 2005: $b t.p. (Fisher Gallery)
670 __ $a The Percy A. Rockefeller loan collection of American historical portraits, 1939: $b t.p. (The University of Southern California, Fisher Gallery)

62

EXERCISES

1-4

63

Exercise 1: answers

Authority record:

111 2 _ $a Conference on Biblical Interpretation $d (1988 : $c Ridgecrest, N.C.)

Bibliographic heading:

111 2_ $a Conference on Biblical Interpretation $d (1988 : $c Ridgecrest, N.C.)

64

Exercise 2: answers

Authority record:

110 2_ $a American Association of Collegiate Schools of Business. $b Meeting

411 2_ $a Meeting of the American Association of Collegiate Schools of Business

Bibliographic record:

110 2_ $a American Association of Collegiate Schools of Business. $b Meeting

65

Exercise 3: answers

Authority record

111 2_ $a International Conference on Abelian Groups and Modules $d (1995 : $c Colorado Springs, Colo.)

411 2_ $a Conference on Abelian Groups and Modules, International

Bibliographic record

111 2_ $a International Conference on Abelian Groups and Modules $d (1995 : $c Colorado Springs, Colo.)

66

Exercise 4: answers

Modified authority record:

111 2_ $a IEEE Workshop on Automatic Speech Recognition and Understanding

411 2_ $a ASRU

Bibliographic heading:

111 2_ $a IEEE Workshop on Automatic Speech Recognition and Understanding $d (2003 : $c St. Thomas, V.I.)

67

EXERCISES 1-5

68

Exercise 1: answers

What is the correct MARC 21 tag for geographic name heading in an authority record? 151

What are the correct indicators for geographic name headings in an authority record? blanks

What is the correct fixed field value in MARC 21 field 008/32? n

69

Exercise 2: answers

151 __ $a Charles Town (W. Va.)

451 __ $a Charles Town (Va.)

451___$a Charlestown (W. Va.)

670 __ $a History of Charles Town, West Virginia, 1990 $b p. iii (seat of Jefferson Co.; one of the Western counties that separated from Va. in 1861 and formed state of West Va.; admitted to union in 1863)

670 __ $a GNIS, Jan. 13, 2005 $b (Charles Town; West Va; ppl; 39º17´20´´ N 077º41´36´´ W; var.: Charlestown)

70

Exercise 3: answers

151 __ $a Muleshoe (Tex.)

670 __ $a Muleshoe: local attractions, including the Muleshoe National Wildlife Refuge, 2000: $b t.p. (Muleshoe, Texas) p. 4. (seat of Bailey Co.)

670 __ $a GNIS, Jan. 13, 2005 $b (Muleshoe; Texas; ppl; 34º13´35´´ N 102º43´24´´ W)

71

Exercise 4: answers, part 1

- Kind of heading: Geographic or jurisdiction name
- Used in bibliographic? Yes
- Examples:
  - Main entry: 110
  - Added entry: 710
  - Subject heading: 651

72

Exercise 4: answers, part 2

- Used as part of other headings? Yes

  Corporate heading with subordinate body: 110 with $b

  Qualifier in a conference (111) or series heading (130)

  Corporate heading with a uniform title: 110 with $t

73

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Appendix E: Evaluation Form
Basic Creation of Name and Title Authorities

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:

	5	4	3	2	1	
a. were clear and easy to read						were hard to read
b. were well organized						were poorly organized
c. illustrated concepts clearly						were confusing
d. covered an appropriate amount of information						contained too much or not enough information
e. were visually effective						were not effective
f. were enhanced by and supported the presenter's remarks						were poorly related to the presenter's remarks

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!