

## Update Information 2012 Update Number 1

This package updates the *Subject Headings Manual*, 2008 edition, which was published in 2009. All new instruction sheets and replacement pages in 2012 Update Number 1 are dated January 2012. The table that follows lists the pages included in this package and summarizes the nature of the updates. Users who wish to maintain a permanent record of the history of the additions and changes listed here should file this table behind the **Update Information** tab in Volume 4 of the manual.

With this update, the manual is current through the end of January 2012. 2012 Update Number 2 is scheduled to be published in Fall 2012.

**Note:** This update package cannot be used with the *Subject Cataloging Manual: Subject Headings*, 5th edition, originally published in 1996. That edition is closed, and is no longer being updated. These update sheets are compatible only with the 2008 edition of the *Subject Headings Manual*.

<i>Instruction Sheet</i>	<i>Page</i>	<i>Addition/Change</i>	<i>Action</i>
H 200	11	Text updated	Replace
H 202	1-4	Text updated	Replace
H 810	1-12	Text updated	Replace
H 980	3-4	Text updated	Replace
H 1105	1-2	List updated	Replace
H 1147	5-12	List updated	Replace
H 1149	1-5	List updated	Replace
H 1430	1-4	Text and examples updated	Replace
H 1475	1-6	Text and MARC coding updated	Replace
H 1574	1-4	Text updated	Replace
H 1610	1-4	Text updated	Replace
H 1629	3	Sec. 3 added	Replace
H 1631	3-9	Text updated	Replace pp. 3-8; add p. 9

## Update Information 2012 Update Number 1

<i>Instruction Sheet</i>	<i>Page</i>	<i>Addition/Change</i>	<i>Action</i>
H 1996	1	Text updated	Replace
Index	1-2, 7-56, 65-74, 93-96	Text updated	Replace

## Preparation of Subject Heading Proposals H 200

### GENERAL REQUIREMENTS FOR SUBJECT HEADING AUTHORITY RECORDS

#### 9. Citation of sources. (Continued)

*c. Sources in which the heading was not found.* Use a single 675 field to cite sources that were consulted but do not include the term or any variation of it. Cite these sources in the same manner as sources in which the term was found. Cite each source in a separate \$a subfield. Put a semicolon after each source citation before starting a new \$a subfield. Use no other subfield coding. *Example:*

```
675 ## $a Lippincott; $a Web. geog.; $a Times atlas
```

**10. Scope note.** Follow the guidelines in H 400 for determining whether a scope note is appropriate. If a scope note is being provided for the heading being established, enter it in a 680 field. Use the technique described in sec. 3.c to add a blank 680 field to the template. Use \$i subfields for explanatory text and \$a subfields for headings or subdivision terms that are used to amplify or illustrate the text contained in the \$i subfields. *Example:*

```
150 ## $a Developmental neurobiology
680 ## $i Here are entered works on the growth and differentiation
of the nervous system. Works limited to the growth of
the nervous system are entered under $a Nervous
system--Growth.
```

*Note:* The introductory phrase, "Here are entered works on," is system-supplied.

**11. Geographic subdivision information.** For geographic subject headings, enter data in the 781 field showing the form of the heading when it is used as a geographic subdivision, following the guidelines in H 830.

*Note:* If the heading is not valid for use as a geographic subdivision, leave the 781 field blank. When the record is saved, the system will automatically add a 667 field stating that the heading is not valid for use as a geographic subdivision. See the detailed guidelines in H 836.

## H 200 Preparation of Subject Heading Proposals

### *GENERAL REQUIREMENTS FOR SUBJECT HEADING AUTHORITY RECORDS*

**12. General see also references.** None of the basic templates include a blank 360 field. If one is required, add it to the template using the technique described in sec. 3.c, above. Enter the text of the reference in the blank 360 field, creating \$a and \$i subfields as needed, using the technique described in sec. 3.b, above. Use \$i subfields for explanatory text and \$a subfields for the heading(s) or subdivision(s) referred to. *Example:*

```
150 ## $a Apologetics
360 ## $i subdivision $a Apologetic works $i under individual denomina-
      tions, e.g. $a Catholic Church--Apologetic works
```

Rules and guidelines for making general see also references are provided in H 371.

**13. General see references.** To create a general see reference, use the General See Reference template. Enter the term from which the reference is being made in the 150 field. Enter the text of the reference in the blank 260 field, creating \$a and \$i subfields as needed, using the technique described in sec. 3.b, above. Use \$i subfields for explanatory text and \$a subfields for the heading(s) or subdivision(s) referred to. *Example:*

```
150 ## $a Controversial literature
260 ## $i subdivision $a Controversial literature $i under individual
      religions, religious denominations, monastic and religious
      orders, and sacred works for works that argue against or
      express opposition to those groups or works
```

Rules and guidelines for making general see references are provided in H 374.

**14. Bibliographic file maintenance.** Before submitting a completed proposal to the Data Integrity Section, search the LC Database to locate existing bibliographic records that should be updated as a result of the new proposal. Enter the total number of records to be changed in the 952 (Bib record changes) field. If there are none, enter 0 after the standard text, "Bib. Records to be changed."

For detailed information about bibliographic file maintenance, see H 165.

## Authority Research for Subject Heading Proposals H 202

**BACKGROUND:** *Proposed subject headings and their associated "used for" references should reflect both the terminology used in current literature on the topic in question, and the system of language, construction, and style used in **Library of Congress Subject Headings**. The purpose of doing authority research and listing the sources consulted in the 670 (Sources found) and 675 (Sources not found) fields of the subject authority record is either to demonstrate the form(s) in which the term being proposed as a heading has been found in existing literature, or to document the fact that no citation to the term can be found in any likely sources except the work being cataloged. The information recorded in the authority record serves as a record of how the cataloger decided on the terminology selected for the heading and UF references. In addition, definitions of terms that are not readily available elsewhere, information on the intended scope and usage of the proposed heading, its relationship to, and distinction from, similar existing headings, and any peculiarities or other pertinent information about the heading are recorded here. This information is used to guide the proposal through the editorial approval process. The online subject authority record serves as a permanent record for future reference and consultation.*

*There are three categories of authority information to be recorded in the 670, 675, and 952 (Cataloger's permanent note) fields of the authority record: (1) Citation of LC pattern, (2) Citation of sources consulted, and (3) Other information pertinent to the choice of terminology or the meaning of the heading. All subject heading proposals must include one or more of these categories of information.*

**I. Citation of LC pattern.** Cite a relevant and analogous existing LC heading as the pattern in a 952 field for any of the following types of new subject heading proposals:

- Proposal to add a new qualifier to a heading already analogously qualified.

For example, cite a heading such as **Art, French** as the pattern for a proposal to establish a heading such as **Art, German**.

*Note: When establishing headings of this type, a pattern should be cited to demonstrate that the basic heading has been analogously qualified before. In the case of relatively unusual adjectives, another pattern should be cited to demonstrate that the form being used as the qualifier has been used in the subject authority file before. For example, for a proposal to establish the heading **Propaganda, Zimbabwean**, cite a heading such as **Propaganda, West German** to demonstrate that the heading **Propaganda** has been qualified by nationalities and a heading such as **Poets, Zimbabwean** to demonstrate that the adjective **Zimbabwean** has been used before.*

## H 202 Authority Research for Subject Heading Proposals

### 1. Citation of LC pattern. (Continued)

- Proposal to establish a non-free-floating subdivision under a heading for which an analogous pattern of usage exists.

For example, cite a heading such as **Rangelands–Monitoring** as the pattern for a proposal to establish a heading such as **Coral reefs and islands–Monitoring**.

- Proposal to establish a heading always constructed according to a standard pattern, such as "and" headings (cf. H 310), "in" headings, **Cooking ([topic]), Advertising–[topic]**, etc.
- Proposal to establish a heading using a parenthetical qualifier that has been used after other headings (cf. H 357).

For example, cite a heading such as **Signal theory (Telecommunication)** as the pattern for a proposal to establish a heading such as **Data compression (Telecommunication)**.

*Note: The citation of a pattern in this situation serves only to justify the choice of the qualifier. The proposal must be supported by additional authority work to justify the choice of terminology and form of the substantive portion of the heading.*

- Proposal to establish a heading for topical use when the same heading already exists as a genre/form term.

For example, cite the genre/form heading **Buddy films** [tag 155] as the pattern for a proposal to establish the analogous topical heading **Buddy films** [tag 150].

- Proposal to establish a term for genre/form use when the same heading already exists as a topical heading

For example, cite the topical heading **Monster films** [tag 150] as the pattern for a proposal to establish the analogous genre/form term **Monster films** [tag 155].

## Authority Research for Subject Heading Proposals H 202

### 2. *Citation of sources consulted.*

#### a. *General principles.*

(1) ***Authority research required.*** Thorough authority research demonstrating that the term selected for the proposed heading is the appropriate one must be done for all concepts that are new to the LC subject heading system and outside the scope of simple and obvious pattern situations. The final selection of terminology and form may be the result of a combination of both pattern and research, in which case both should be cited.

It is seldom acceptable to cite only the work cataloged as authority for a new concept, except in the case of certain named entities such as obscure archaeological sites, brand name products, computer languages, etc. Although the concept may have been found only in the work being cataloged, other sources appropriate to the subject area in question should be cited to demonstrate that the concept was properly investigated.

(2) ***Number of citations.*** There is no general rule as to the number of citations to a term that must be found in order to demonstrate literary warrant for the form of a heading. Depending on the nature of the heading being established, there may be abundant authority or virtually none at all. Failure to find any previous citation to the term being proposed as a heading after doing a reasonable amount of authority research is normally not a factor in determining the acceptability of the proposal so long as it is demonstrated that proper authority research was carried out.

(3) ***Where the term is found in a source.*** The term being proposed as a new heading may appear in a source as an entry term, an index term, a term used in the running text, chapter titles, illustration captions, etc., as well as in titles of other works cited in the authority. How the topic is entered or indexed in the source cited should be indicated if the heading is being proposed in a form different from the entry or index term used in the source.

(4) ***Relationship between a source and the specific heading being proposed.*** Sources cited should apply specifically to the heading being proposed.

For example, citing the presence of the word **culture** in *Web. 3* is not sufficient authority in itself to justify the heading **Culture shock**; similarly, citing authority for the name of a person is not sufficient to justify a heading for a city gate named after the person.

## H 202 Authority Research for Subject Heading Proposals

### 2. Citation of sources consulted.

#### a. General principles. (Continued)

**(5) Listing sources in 670 or 675 fields.** All sources that were consulted should be listed either in the 670 (Sources found) or in the 675 (Sources not found) fields. If a 670 field is used, then the information found in the source should be provided in the \$b subfield.

**b. Where to search for authority.** The type of authorities to be consulted for any given proposal varies according to the nature of the term being proposed as a new heading. The most frequently consulted types of authorities include the following:

- General dictionaries, especially *Web. 3*, which must be cited for all headings for concepts of the type usually found in general dictionaries
  
- General encyclopedias, for example, *Americana*, *Britannica*, *Collier's*, etc.
  
- General indexes and thesauri, for example, *NY Times Index*, *Readers' Guide*, *Legislative Indexing Vocabulary (LIV)*, etc.
  
- Titles in the LC Database
  
- Work being cataloged, and the bibliography in the work being cataloged
  
- Topical reference sources and other authoritative works in the field in question, if the topic is peculiar to a particular discipline

## Qualification of Geographic Headings H 810

**BACKGROUND:** *Geographic headings that do not represent potential descriptive access points, including headings for geographic features, regions, parks, etc., are generally established in the subject authority file. Since 1981 the rules used by subject catalogers in formulating these names have been essentially the same as those used for establishing jurisdictional headings, that is, the **Anglo-American Cataloguing Rules**. With the adoption of AACR2, subject cataloging practices were modified to conform with the new rules. The procedures described in this instruction sheet apply only to the choice and form of the qualifiers for geographic headings. For procedures for formulating the substantive portion of these headings, see H 690.*

### 1. General provisions.

#### a. Level of qualification.

(1) **General rule.** Qualify subject headings representing geographic entities by the name of the country or countries in which they are located, except for the following:

<u>Country</u>	<u>Level of Qualification</u>
Australia	state
Canada	province
Great Britain	constituent country
Malaysia	state
United States	state

*Note: Serbia and Montenegro, the successor of Yugoslavia, is no longer an exception because it split into two separate countries in 2006.*

For a list of the political divisions of these five exceptions, and the forms to be used as qualifiers, see pp. 8-11.

*Note: For entities on the continent of Antarctica or within the Antarctic regions, use (**Antarctica**) as the qualifier.*

(2) **Entities in cities.** Qualify archaeological sites, parks and gardens, streets and roads, and other man-made geographic structures, by the name of the city; qualify natural features by the name of the larger jurisdiction (see sec. 2.c).

(3) **Headings for non-jurisdictional islands.** See H 807.

## H 810 Qualification of Geographic Headings

### 1. General provisions.

#### a. Level of qualification. (Continued)

(4) *Entities on islands.* Qualify by the name of the island or larger jurisdiction as described in sec. 2.d.

(5) *Names of extinct cities.* Use the qualifier (**Extinct city**) (see H 715).

(6) *Rivers.* See H 800.

(7) *Undersea features.* Generally do not qualify undersea features in international waters, for example, **East Pacific Rise** or **Aleutian Trench**. If it is necessary to resolve a conflict or remove ambiguity, add the body of water as a qualifier, for example, **Central Slope (Gulf of Mexico)**. For undersea features within territorial limits, qualify by the name of the appropriate jurisdiction, for example, **Old Orchard Shoal (N.Y.)** or **Grand Bahama Bank (Bahamas)**.

*b. Latest name.* Use, as a geographic qualifier, only the latest form of the name of a jurisdiction, for example, (**Zimbabwe**) [*not* (**Rhodesia, Southern**)].

*c. Form of qualifier.* Qualify a geographic heading by placing the name of the appropriate jurisdiction(s) within a single set of parentheses after the substantive portion of the heading. *Example:*

151 ## \$a Hawaii Volcanoes National Park (Hawaii)

When using the names of two jurisdictions as a qualifier, place both names within a single set of parentheses, linking them with the word **and**. *Example:*

151 ## \$a Chesapeake Bay (Md. and Va.)

## Qualification of Geographic Headings H 810

### 1. General provisions.

#### *c. Form of qualifier. (Continued)*

When qualifying by the name of a city (or at any level lower than the level specified in sec. 1.a, above), use the established heading for the city or other entity, but reformulate it by placing it within a single set of parentheses, separating the basic name from the name of the larger qualifying jurisdiction with a comma, and omitting any additional information that is part of the established heading. *Examples:*

*Form of heading for city:* Chicago (Ill.)

*Form when used as qualifier:* (Chicago, Ill.)

*Form of heading for city:* Black Creek (Wis. : Village)

*Form when used as qualifier:* (Black Creek, Wis.)

*Form of heading for city:* Veracruz (Veracruz-Llave, Mexico)

*Form when used as qualifier:* (Veracruz, Veracruz-Llave, Mexico)

When the jurisdiction being used as a qualifier is itself qualified by a term designating the nature of the jurisdiction, omit the latter term, and if necessary, reformulate the resulting name in the same manner as described above for cities. *Examples:*

*Form of heading for jurisdiction:* Washington (State)

*Form when used as qualifier:* (Wash.)

*Form of heading for jurisdiction:* Micronesia (Federated States)

*Form when used as qualifier:* (Micronesia)

*Form of heading for jurisdiction:* Arequipa (Peru : Dept.)

*Form when used as qualifier:* (Arequipa, Peru)

**Abbreviations.** Use the abbreviations listed on pp. 8-11. Do not abbreviate any other place names when using them as qualifiers.

## H 810 Qualification of Geographic Headings

### 2. *Entities wholly within one jurisdiction.*

*a. General rule.* Qualify by the name of the jurisdiction in which the entity is located, formulating the qualifier in accordance with the general provisions above. *Examples:*

151 ## \$a Columbia Dam (Tenn.)  
151 ## \$a Great Barrier Reef (Qld.)  
151 ## \$a Saint Helens, Mount (Wash.)  
151 ## \$a Taunus (Germany)

151 ## \$a Diamond Mountains (Korea)

*Note: Use **Korea** to qualify all entities located in Korea, whether in North Korea, South Korea, or both.*

151 ## \$a Valdai Hills (Russia)  
151 ## \$a Lake District (England)  
151 ## \$a Cairngorms (Scotland)

*b. Conflicts.* If there are two or more entities with the same name in the same jurisdiction, formulate a distinctive qualifier according to the following methods:

*(1) Entities of the same type.* Add to the qualifier the name of the next smaller jurisdiction (county, department, province, etc.). *Examples:*

151 ## \$a Pelican Lake (Otter Tail County, Minn.)  
151 ## \$a Pelican Lake (Saint Louis County, Minn.)

151 ## \$a Blackwater River (Essex, England)  
151 ## \$a Blackwater River (Hampshire and Berkshire, England)

## Qualification of Geographic Headings H 810

### 2. *Entities wholly within one jurisdiction.*

#### *b. Conflicts.*

##### *(1) Entities of the same type. (Continued)*

*Note: Do not differentiate among multiple features of the same type, with the same name, within a single county in the United States, except for features in cities (see sec. 2.c). Include a 667 field to indicate that the heading is not differentiated, using standard phrasing as follows.*

667 ## \$a Undifferentiated geographic heading. Covers all [type of feature] named [name of feature] in [county].

#### *Example:*

151 ## \$a Lookout Mountain (Whatcom County, Wash.)  
667 ## \$a Undifferentiated geographic heading. Covers all mountains named Lookout Mountain in Whatcom County, Wash.

*(2) Entities of different types.* Add to the qualifier a generic term, in English, designating the type of entity. Separate this term from the geographic term within the qualifier by a space, a colon, and another space. *Example:*

151 ## \$a Cold Lake (Alta. : Lake)  
*[This designation is necessary because there is also a city in Alberta with the name Cold Lake, for which the heading is **Cold Lake (Alta.)**]*

*Note: Provide information about such conflicts in 670 fields in order to justify the addition of extra names or terms in qualifiers.*

## H 810 Qualification of Geographic Headings

### 2. *Entities wholly within one jurisdiction.* (Continued)

#### *c. Entities in cities.*

*Note: Do not use names of townships in the United States as qualifiers. Instead, qualify by the specific city, town, village, etc., within the township.*

(1) *Parks and gardens.* Qualify by the name of the city, formulating the qualifier according to the general provisions above. *Example:*

151 ## \$a Central Park (New York, N.Y.)  
151 ## \$a Jardin du Luxembourg (Paris, France)

(2) *Streets and roads, and other man-made geographic structures.* Qualify by the name of the city. See H 2098, sec. 2.b.

(3) *Archaeological sites.* Qualify by the name of the city.

(4) *Natural features.* Do not qualify lakes, hills, etc. within cities by the name of the city except to resolve conflicts. Qualify by the name of the larger jurisdiction, in accordance with the general rule for qualification of entities wholly within a single jurisdiction.

(5) *Buildings and structures.* See H 1334.

#### *d. Entities on islands.*

(1) *Islands established as name headings without qualifiers.* Qualify the entity on the island by the name of the island as established.

<u>Island</u>	<u>Entity on the Island</u>
Taiwan	Tan-shui River (Taiwan)
Greenland	Disko Bay (Greenland)

## Qualification of Geographic Headings H 810

### 2. *Entities wholly within one jurisdiction.*

#### *d. Entities on islands. (Continued)*

*(2) Islands established as name or subject headings with qualifiers for larger jurisdictions.* Qualify the entity on the island by the name of the larger jurisdiction, not by the island name.

<u>Island</u>	<u>Entity on the Island</u>
Sicily (Italy)	Etna, Mount (Italy)
Crete (Greece)	Kommos Site (Greece)

*Exception:* Use the specific island name when necessary to resolve conflicts. *Example:*

151 ## \$a Kailua Bay (Oahu, Hawaii)  
151 ## \$a Kailua Bay (Hawaii Island, Hawaii)

*(3) Entities on islands that comprise more than one jurisdiction.* Qualify the entity on the island by the name of the jurisdiction in which the entity is located. For example, use the qualifier (**Haiti**) rather than (**Hispaniola**) for an entity in Haiti.

**3. Entities in two jurisdictions.** Qualify by the names of both jurisdictions in which the entity is located, formulating the qualifier in accordance with the general provisions above.

As a general rule, put the names of the two jurisdictions in alphabetical order. However, if the entity is located primarily in one of the two, put the name of that jurisdiction first. For special provisions applicable to the qualification of rivers in two jurisdictions, see H 800.

*Examples:*

151 ## \$a Somport Pass (France and Spain)  
151 ## \$a Chesapeake Bay (Md. and Va.)  
151 ## \$a Bull Shoals Lake (Ark. and Mo.)  
151 ## \$a White Mountains (N.H. and Me.)

## H 810 Qualification of Geographic Headings

**4. Entities in more than two jurisdictions.** Use no qualifier unless it is necessary to distinguish between two entities by the same name or to clarify an ambiguous term. *Examples:*

```
151 ## $a Euphrates River
151 ## $a Middle East
151 ## $a Mediterranean Sea
151 ## $a Atlas Mountains
151 ## $a Southern States
151 ## $a Hudson Bay
151 ## $a Great Dividing Range
151 ## $a West (U.S.)
```

Qualification of such entities to resolve conflicts occurs most frequently with rivers. For special provisions applicable to this situation, see H 800.

***International bodies of water.*** Do not qualify bodies of water touching two or more countries and open to the sea except to resolve a conflict. In accordance with this rule, headings such as **English Channel** and **Bering Sea** are established without qualifiers.

Apply the standard provisions for geographic qualification, as presented in this instruction sheet and in H 800, to inland bodies of water such as lakes and rivers (associated watersheds, estuaries, etc.), as well as for bodies of water touching two or more jurisdictions below the country level.

## Qualification of Geographic Headings H 810

### *First Order Political Divisions of the Exceptional Countries*

<u>First Order Division</u>	<u>Form in Qualifier</u>
<b>Australia</b>	
Australian Capital Territory	(A.C.T.)
New South Wales	(N.S.W.)
Northern Territory	(N.T.)
Queensland	(Qld.)
South Australia	(S. Aust.)
Tasmania	(Tas.)
Victoria	(Vic.)
Western Australia	(W.A.)
<b>Canada</b>	
Alberta	(Alta.)
British Columbia	(B.C.)
Manitoba	(Man.)
New Brunswick	(N.B.)
Newfoundland and Labrador	(N.L.)
Northwest Territories	(N.W.T.)
Nova Scotia	(N.S.)
Nunavut	(Nunavut)
Ontario	(Ont.)
Prince Edward Island	(P.E.I.)
Québec (Province)	(Québec)
Saskatchewan	(Sask.)
Yukon	(Yukon)
<b>Great Britain</b>	
England	(England)
Northern Ireland	(Northern Ireland)
Scotland	(Scotland)
Wales	(Wales)

## H 810 Qualification of Geographic Headings

### *First Order Political Divisions of the Exceptional Countries*

<u>First Order Division</u>	<u>Form in Qualifier</u>
<b>Malaysia</b>	
Johor	(Johor)
Kedah	(Kedah)
Kelantan	(Kelantan)
Kuala Lumpur (Malaysia)	(Kuala Lumpur, Malaysia)
Malacca (State)	(Malacca)
Negeri Sembilan	(Negeri Sembilan)
Pahang	(Pahang)
Perak	(Perak)
Perlis	(Perlis)
Pinang	(Pinang)
Sabah	(Sabah)
Sarawak	(Sarawak)
Selangor	(Selangor)
Terengganu	(Terengganu)
<b>United States</b>	
Alabama	(Ala.)
Alaska	(Alaska)
Arizona	(Ariz.)
Arkansas	(Ark.)
California	(Calif.)
Colorado	(Colo.)
Connecticut	(Conn.)
Delaware	(Del.)
Florida	(Fla.)
Georgia	(Ga.)
Hawaii	(Hawaii)
Idaho	(Idaho)
Illinois	(Ill.)
Indiana	(Ind.)

## Qualification of Geographic Headings H 810

### *First Order Political Divisions of the Exceptional Countries*

<u>First Order Division</u>	<u>Form in Qualifier</u>
<b>United States</b> (Continued)	
Iowa	(Iowa)
Kansas	(Kan.)
Kentucky	(Ky.)
Louisiana	(La.)
Maine	(Me.)
Maryland	(Md.)
Massachusetts	(Mass.)
Michigan	(Mich.)
Minnesota	(Minn.)
Mississippi	(Miss.)
Missouri	(Mo.)
Montana	(Mont.)
Nebraska	(Neb.)
Nevada	(Nev.)
New Hampshire	(N.H.)
New Jersey	(N.J.)
New Mexico	(N.M.)
New York (State)	(N.Y.)
North Carolina	(N.C.)
North Dakota	(N.D.)
Ohio	(Ohio)
Oklahoma	(Okla.)
Oregon	(Or.)
Pennsylvania	(Pa.)
Rhode Island	(R.I.)
South Carolina	(S.C.)
South Dakota	(S.D.)
Tennessee	(Tenn.)
Texas	(Tex.)
Utah	(Utah)
Vermont	(Vt.)
Virginia	(Va.)

## H 810 Qualification of Geographic Headings

### *First Order Political Divisions of the Exceptional Countries*

<u>First Order Division</u>	<u>Form in Qualifier</u>
<b>United States</b> (Continued)	
Washington (State)	(Wash.)
West Virginia	(W. Va.)
Wisconsin	(Wis.)
Wyoming	(Wyo.)

### *Other Jurisdictions That Are Abbreviated When Used as Qualifiers*

<u>Jurisdiction</u>	<u>Form in Qualifier</u>
British Virgin Islands	(V.I.)
New Zealand	(N.Z.)
Puerto Rico	(P.R.)
United States	(U.S.)
Virgin Islands of the United States	(V.I.)

## Jerusalem, Gaza Strip, Golan Heights, H 980 West Bank, and Palestine

**4. *Palestinian National Authority.*** The heading **Palestinian National Authority** has been established in the name authority file. Although it is tagged 151, it represents a governmental entity, not a geographic area.

Do not treat this heading as a geographic heading. Do not assign it as a geographic subdivision after topical headings or subdivisions.

Assign this heading, tagged 651, only to works about the Palestinian National Authority as a governmental entity. General free-floating topical or form subdivisions that are usable under any type of heading may be used under this heading, if appropriate. Subdivisions that are normally free-floating under place names may be established under this heading, if they are appropriate for use under the name of a governmental entity, for example, **-Appropriations and expenditures** or **-Officials and employees**.

*Note: The heading **Palestinian National Authority—Foreign relations** has been established and may be subdivided geographically. If further subdivided by place, an additional subject entry is made for [place]—Foreign relations subdivided topically by **-Palestinian National Authority**. Example:*

651 ## \$a Palestinian National Authority \$x Foreign relations \$z Israel.  
651 ## \$a Israel \$x Foreign relations \$x Palestinian National Authority.

Since the territories controlled by the Palestinian National Authority do not currently have international recognition as a “country,” nor an internationally recognized name, use the headings **West Bank** and/or **Gaza Strip**, as appropriate, to refer to these geographic areas. If a work is limited in scope to those parts of the West Bank or Gaza Strip under Palestinian control, this may be brought out by assigning **Palestinian National Authority** as an additional heading, in accordance with the guidelines above.

## H 980 Jerusalem, Gaza Strip, Golan Heights, West Bank, and Palestine

### 4. *Palestinian National Authority.* (Continued)

*Note: Headings consisting of **Palestinian National Authority** in the \$a subfield in combination with a \$b or \$t subfield may also be assigned as subject headings, tagged 610. Examples:*

610 10 \$a Palestinian National Authority. \$b Wizārat al-Tarbiyah  
wa-al-Ta'lim al-‘Ālī.

*(The heading above, which designates the Authority's Ministry of Education and Higher Education, may be assigned as a subject heading to a work about the Ministry.)*

610 10 \$a Palestinian National Authority. \$t Qānūn raqm bi-sha'n  
tashji' al-istithmar (1995).

*(The heading above, which designates the Authority's 1995 law on the encouragement of investment, may be assigned as a subject heading to a work about the law.)*

### 5. *Geographic area codes.* Assign the following codes for these entities:

Gaza Strip	awgz
Golan Heights	a-sy
Jerusalem	a-is and/or awba, as appropriate
Palestine	a-is awgz awba
West Bank	awba

## Free-Floating Subdivisions: Corporate Bodies H 1105

**TYPES OF HEADINGS COVERED:** The subdivisions listed below may be used, within the limitations of the usage notes, as free-floating subdivisions under names of individual corporate bodies established as headings in the name authority file. The category includes businesses and corporations, nonprofit institutions, voluntary associations, cultural institutions, religious organizations, political parties, fraternal groups, labor organizations, professional societies, clubs, international agencies, government agencies on all levels, etc. The category also includes names of individual exhibitions, fairs, expositions, etc., but excludes names of individual conferences, congresses, or meetings. Names of jurisdictions are not included. For subdivisions used under names of jurisdictions, see H 1140. Subject headings for types of organizations are also excluded. Additional or varying subdivisions may be used under names of individual corporate bodies that fall within categories covered by specific pattern headings. Consult the appropriate instruction sheet for corporate bodies covered by pattern headings: H 1151 for individual educational institutions; H 1155 for individual legislative bodies; H 1159 for individual military services; H 1186 for individual religious and monastic orders; and H 1187 for individual Christian denominations. Some subdivisions on this list represent classes of person, for example, **-Employees** and **-Officials and employees**. See H 1100 or further subdivisions used under classes of persons.

*Note: Most form subdivisions coded \$v in this list may also be used as topical subdivisions coded \$x when assigned to works **about** the form (see H 1075, sec. 1.d.).*

\$v **Abstracts** (H 1205)

\$x **Accounting** (H 1624)

\$x **Accreditation** (May Subd Geog)

\$x **Administration**

Use under names of individual libraries and individual institutions in the spheres of health, social services, and education. Use **-Management** under names of other corporate bodies, including individual government agencies, galleries, museums, parks, etc.

\$v **Anecdotes**

\$x **Anniversaries, etc.**

\$x **Appropriations and expenditures** (H 1624)

Use under names of individual government agencies and institutions for discussions of their financial affairs. Use **-Finance** under names of individual government agencies for works limited to their management of nonappropriated funds. Use **-Finance** under names of other individual nongovernmental corporate bodies for discussions of their budgets and the raising and expenditure of funds.

\$x **Appropriations and expenditures** \$x **Effect of inflation on** (H 1580)

## H 1105 Free-Floating Subdivisions: Corporate Bodies

**\$x Archaeological collections** (H 1427)

**\$v Archives** (H 1230)

**\$x Art collections** (H 1427)

Use under names of individual corporate bodies provided that the corporate body is the owner or the collector of the art and the corporate body is not itself an art gallery or museum.

**\$x Art patronage**

**\$v Audiocassette catalogs** (H 1361)

**\$v Audiotape catalogs** (H 1361)

**\$x Auditing** (H 1624)

**\$x Automation**

**\$x Awards**

**\$v Bibliography**

Use for lists of publications by or about the corporate body.

**\$v Biography** (H 1330)

Use for collective biographies that include various categories of individuals associated with the corporate body, for example, a collective biography of the faculty, students, and alumni of a university. For biographies limited to a specific category of individuals associated with a corporate body, use **-Biography** under the specific subdivision, for example **-Employees**; **-Officials and employees**; **-Presidents**; etc.

**\$v Biography \$v Dictionaries** (H 1540)

**\$v Biography \$v Dictionaries \$x French, [Italian, etc.]**

**\$x Biography \$x History and criticism**

**\$v Biography \$v Portraits** (H 1935)

**\$v Blogs**

**\$x Bonsai collections** (H 1427)

**\$x Buildings**

Use for works that discuss collectively the buildings occupied or owned by an individual corporate body. Establish individual named buildings according to H 1334.

**\$v By-laws**

**\$v Calendars**

**\$v Caricatures and cartoons**

**\$v Case studies** (H 1350)

**\$v Catalogs** (H 1360)

**\$x Centennial celebrations, etc.**

**\$x Chaplains**

See H 1100 for further subdivisions used under classes of persons.

**\$x Charities**

Use for works on charities sponsored by the corporate body.

- \$x Effect of salt on *(May Subd Geog)*
- \$x Effect of sediments on *(May Subd Geog)*
- \$x Effect of selenium on *(May Subd Geog)*
- \$x Effect of sound on *(May Subd Geog)*
- \$x Effect of storms on *(May Subd Geog)*
- \$x Effect of stray currents on *(May Subd Geog)*
- \$x Effect of stress on *(May Subd Geog)*
- \$x Effect of surface active agents on *(May Subd Geog)*
- \$x Effect of temperature on *(May Subd Geog)*
- \$x Effect of turbidity on *(May Subd Geog)*
- \$x Effect of ultraviolet radiation on *(May Subd Geog)*
- \$x Effect of volcanic eruptions on *(May Subd Geog)*
- \$x Effect of water acidification on *(May Subd Geog)*
- \$x Effect of water currents on *(May Subd Geog)*
- \$x Effect of water levels on *(May Subd Geog)*
- \$x Effect of water pollution on *(May Subd Geog)*
- \$x Effect of water quality on *(May Subd Geog)*
- \$x Effect of wind power plants on *(May Subd Geog)*
- \$x Eggs *(May Subd Geog)*
- \$x Eggs \$x Counting *(May Subd Geog)*
- \$x Eggs \$x Dispersal *(May Subd Geog)*
- \$x Eggs \$x Geographical distribution
- \$x Eggs \$x Incubation *(May Subd Geog)*
- \$x Embryology
- \$x Embryos *(May Subd Geog)*
- \$x Embryos \$x Anatomy
- \$x Embryos \$x Effect of ultraviolet radiation on *(May Subd Geog)*
- \$x Embryos \$x Effect of water quality on *(May Subd Geog)*
- \$x Embryos \$x Motility
- \$x Embryos \$x Physiology *(May Subd Geog)*
- \$x Embryos \$x Transplantation *(May Subd Geog)*
- \$x Endocrinology
- \$x Environmental enrichment *(May Subd Geog)*
- \$x Equipment and supplies
- \$x Evolution *(May Subd Geog)*
- \$x Exercise *(May Subd Geog)*
- \$x Exercise \$x Physiological aspects
- \$x Feed utilization efficiency *(May Subd Geog)*

## H 1147 Pattern Headings: Animals

\$x Feeding and feeds<sup>7</sup> (*May Subd Geog*)  
\$x Feeding and feeds \$x Climatic factors (*May Subd Geog*)  
\$x Feeding and feeds \$x Contamination (*May Subd Geog*)  
\$x Feeding and feeds \$v Recipes  
\$x Fertility (*May Subd Geog*)  
\$x Fetuses  
\$x Fetuses \$x Anatomy  
\$x Fetuses \$x Physiology (*May Subd Geog*)  
\$x Flight<sup>5</sup> (*May Subd Geog*)  
\$x Flight \$x Physiological aspects<sup>5</sup>  
\$x Fluorescence<sup>5</sup> (*May Subd Geog*)  
\$x Food<sup>8</sup> (*May Subd Geog*)  
\$x Fractures<sup>1</sup> (*May Subd Geog*)  
\$x Functional genomics  
\$x Generative organs  
\$x Genetic engineering (*May Subd Geog*)  
\$x Genetics  
\$x Genome mapping (*May Subd Geog*)  
\$x Geographical distribution  
\$x Geographical distribution \$x Climatic factors (*May Subd Geog*)  
\$x Germplasm resources (*May Subd Geog*)  
\$x Germplasm resources \$x Cryopreservation (*May Subd Geog*)  
\$x Germplasm resources \$x Microbiology (*May Subd Geog*)  
\$x Grading (*May Subd Geog*)  
\$x Grooming<sup>9</sup> (*May Subd Geog*)  
\$x Growth  
\$x Habitat (*May Subd Geog*)  
\$x Habitat \$x Conservation (*May Subd Geog*)  
\$x Habitat suitability index models (*May Subd Geog*)  
\$x Habitations<sup>10</sup> (*May Subd Geog*)  
\$x Handling<sup>11</sup> (*May Subd Geog*)  
\$x Health (*May Subd Geog*)  
\$x Hibernation (*May Subd Geog*)  
\$x Histology  
\$x Histopathology  
\$x Home range (*May Subd Geog*)  
\$x Homing (*May Subd Geog*)  
\$x Host plants (*May Subd Geog*)

## Pattern Headings: Animals H 1147

\$x Housing<sup>12</sup> (*May Subd Geog*)  
\$x Housing \$x Air conditioning<sup>12</sup> (*May Subd Geog*)  
\$x Housing \$x Decoration<sup>12</sup> (*May Subd Geog*)  
\$x Housing \$x Design and construction<sup>12</sup>  
\$x Housing \$x Disinfection<sup>12</sup> (*May Subd Geog*)  
\$x Housing \$x Environmental engineering<sup>12</sup> (*May Subd Geog*)  
\$x Housing \$x Heating and ventilation<sup>12</sup> (*May Subd Geog*)  
\$x Housing \$x Insulation<sup>12</sup> (*May Subd Geog*)  
\$x Housing \$x Lighting<sup>12</sup> (*May Subd Geog*)  
\$x Housing \$x Odor control<sup>12</sup> (*May Subd Geog*)  
\$x Housing \$x Safety measures<sup>12</sup>  
\$x Housing \$x Sanitation<sup>12</sup> (*May Subd Geog*)  
\$x Housing \$v Specifications<sup>12</sup> (*May Subd Geog*)  
\$x Housing \$x Waste disposal<sup>12</sup> (*May Subd Geog*)  
\$x Hybridization (*May Subd Geog*)  
\$v Identification  
\$x Immunology  
\$x Immunology \$x Genetic aspects  
\$x Induced spawning (*May Subd Geog*)  
\$x Infancy (*May Subd Geog*)  
\$x Infections<sup>1</sup> (*May Subd Geog*)  
\$x Infertility (*May Subd Geog*)  
\$x Inspection (*May Subd Geog*)  
\$x Integrated control (*May Subd Geog*)  
\$x Judging (*May Subd Geog*)  
\$x Jumping (*May Subd Geog*)  
\$x Larvae (*May Subd Geog*)  
\$x Larvae \$x Behavior (*May Subd Geog*)  
\$x Larvae \$x Color (*May Subd Geog*)  
\$x Larvae \$x Defenses (*May Subd Geog*)  
\$x Larvae \$x Dispersal (*May Subd Geog*)  
\$x Larvae \$x Ecology (*May Subd Geog*)  
\$x Larvae \$x Effect of temperature on (*May Subd Geog*)  
\$x Larvae \$x Effect of ultraviolet radiation on (*May Subd Geog*)  
\$x Larvae \$x Effect of water pollution on (*May Subd Geog*)  
\$x Larvae \$x Effect of water quality on (*May Subd Geog*)  
\$x Larvae \$x Endocrinology  
\$x Larvae \$x Food (*May Subd Geog*)

## H 1147 Pattern Headings: Animals

- \$x Larvae \$x Geographical distribution
- \$x Larvae \$x Microbiology (May Subd Geog)
- \$x Larvae \$x Physiology (May Subd Geog)
- \$x Law and legislation<sup>3</sup> (May Subd Geog)
- \$x Life cycles (May Subd Geog)
- \$x Locomotion (May Subd Geog)
- \$x Longevity (May Subd Geog)
- \$x Losses (May Subd Geog)
- \$x Manure (May Subd Geog)
- \$x Manure \$x Environmental aspects (May Subd Geog)
- \$x Manure \$x Handling (May Subd Geog)
- \$x Marketing
- \$x Marketing \$x Law and legislation<sup>3</sup> (May Subd Geog)
- \$x Marking<sup>13</sup> (May Subd Geog)
- \$x Mercury content (May Subd Geog)
- \$x Metabolism
- \$x Metabolism \$x Climatic factors (May Subd Geog)
- \$x Metamorphosis<sup>5</sup> (May Subd Geog)
- \$x Metamorphosis \$x Endocrine aspects<sup>5</sup>
- \$x Metamorphosis \$x Genetic aspects<sup>5</sup>
- \$x Metamorphosis \$x Molecular aspects<sup>5</sup>
- \$x Microbiology (May Subd Geog)
- \$x Migration (May Subd Geog)
- \$x Migration \$x Climatic factors (May Subd Geog)
- \$x Migration \$x Endocrine aspects
- \$x Molecular aspects
- \$x Molecular genetics
- \$x Monitoring (May Subd Geog)
- \$x Morphogenesis (May Subd Geog)
- \$x Morphology
- \$x Mortality (May Subd Geog)
- \$x Names<sup>14</sup>
- \$x Nervous system
- \$x Nests (May Subd Geog)
- \$x Nests \$x Abandonment (May Subd Geog)
- \$x Nests \$x Counting (May Subd Geog)
- \$v Nomenclature<sup>15</sup>
- \$v Nomenclature (Popular)<sup>16</sup>

## Pattern Headings: Animals H 1147

\$v Nomenclature (Popular) \$x French, [Italian, etc.]<sup>16</sup>  
\$x Nutrition (May Subd Geog)  
\$x Nutrition \$x Requirements (May Subd Geog)  
\$x Odor (May Subd Geog)  
\$x Orientation (May Subd Geog)  
\$x Origin  
\$x Parasites (May Subd Geog)  
\$x Parasites \$x Biological control (May Subd Geog)  
\$x Parasites \$x Control (May Subd Geog)  
\$x Parasites \$x Control \$x Environmental aspects (May Subd Geog)  
\$x Parasites \$v Identification  
\$x Parasites \$x Life cycles (May Subd Geog)  
\$x Parasites \$x Molecular aspects  
\$x Parturition (May Subd Geog)  
\$x Pathogens (May Subd Geog)  
\$v Pedigrees  
\$v Performance records  
\$x Photographic identification (May Subd Geog)  
\$x Phylogeny  
\$x Phylogeny \$x Molecular aspects  
\$x Physiology (May Subd Geog)  
\$x Population viability analysis (May Subd Geog)  
\$x Predators of (May Subd Geog)  
\$x Predators of \$x Control (May Subd Geog)  
\$x Predators of \$x Ecology (May Subd Geog)  
\$x Pregnancy (May Subd Geog)  
\$x Processing (May Subd Geog)  
\$x Productivity (May Subd Geog)  
\$x Psychic aspects (May Subd Geog)  
\$x Psychological aspects<sup>17</sup>  
\$x Psychological testing (May Subd Geog)  
\$x Psychology<sup>18</sup>  
\$x Purchasing (May Subd Geog)  
\$x Quality (May Subd Geog)  
\$x Quarantine (May Subd Geog)  
\$x Racial analysis (May Subd Geog)  
\$x Radio tracking (May Subd Geog)  
\$x Radioactive contamination (May Subd Geog)

## H 1147 Pattern Headings: Animals

- \$x Recolonization (*May Subd Geog*)
- \$x Reintroduction (*May Subd Geog*)
- \$x Religious aspects
- \$x Religious aspects \$x Buddhism, [Christianity, etc.]
- \$x Reproduction<sup>19</sup>
- \$x Reproduction \$x Climatic factors (*May Subd Geog*)
- \$x Reproduction \$x Effect of altitude on (*May Subd Geog*)
- \$x Reproduction \$x Effect of light on (*May Subd Geog*)
- \$x Reproduction \$x Endocrine aspects
- \$x Reproduction \$x Regulation
- \$x Respiration (*May Subd Geog*)
- \$x Respiratory organs
- \$x Schooling (*May Subd Geog*)
- \$x Seasonal distribution (*May Subd Geog*)
- \$x Seasonal variations (*May Subd Geog*)
- \$x Selection (*May Subd Geog*)
- \$x Sense organs
- \$x Services for (*May Subd Geog*)
- \$x Sex ratio (*May Subd Geog*)
- \$x Sexing (*May Subd Geog*)
- \$x Sexual behavior (*May Subd Geog*)
- \$x Showing (*May Subd Geog*)
- \$x Size (*May Subd Geog*)
- \$x Spawning (*May Subd Geog*)
- \$x Speciation (*May Subd Geog*)
- \$x Speed
- \$x Spermatozoa
- \$x Spermatozoa \$x Abnormalities (*May Subd Geog*)
- \$x Spermatozoa \$x Morphology
- \$x Spermatozoa \$x Motility
- \$x Stranding (*May Subd Geog*)
- \$x Summering (*May Subd Geog*)
- \$x Surgery (*May Subd Geog*)
- \$x Surgery \$x Complications (*May Subd Geog*)
- \$x Surgery \$x Nursing (*May Subd Geog*)
- \$x Symbolic aspects (*May Subd Geog*)
- \$x Technological innovations (*May Subd Geog*)
- \$x Territoriality (*May Subd Geog*)

## Pattern Headings: Animals H 1147

- \$x Testing
- \$x Therapeutic use (May Subd Geog)
- \$x Toxicology<sup>20</sup> (May Subd Geog)
- \$x Training (May Subd Geog)
- \$x Transportation (May Subd Geog)
- \$x Trypanotolerance (May Subd Geog)
- \$x Type specimens (May Subd Geog)
- \$x Utilization (May Subd Geog)
- \$x Vaccination (May Subd Geog)
- \$x Variation (May Subd Geog)
- \$x Venom<sup>20</sup> (May Subd Geog)
- \$x Venom resistance (May Subd Geog)
- \$x Vertical distribution (May Subd Geog)
- \$x Virus diseases<sup>1</sup> (May Subd Geog)
- \$x Viruses (May Subd Geog)
- \$x Vocalization<sup>5</sup> (May Subd Geog)
- \$x Vocalization \$x Regulation<sup>5</sup>
- \$x Water requirements (May Subd Geog)
- \$x Weight
- \$x Wintering (May Subd Geog)
- \$x Wounds and injuries<sup>1</sup> (May Subd Geog)

### NOTES

<sup>1</sup>Subdivisions on this list that represent specific pathological conditions, for example, **-Abnormalities**, **-Fractures**; **-Infections**; **-Virus diseases**; **-Wounds and injuries**, may be further subdivided by subdivisions listed under the subdivision **-Diseases**, for example, **-Diseases-Diagnosis**; **Diseases-Treatment**.

<sup>2</sup>Use **-Breeding** for the controlled mating and selection of animals by humans, usually for the purpose of improving the species or breed. Use **-Reproduction** for the physiological process by which animals generate offspring of the same kind.

<sup>3</sup>See H 1154.5 for further subdivisions used under legal topics.

<sup>4</sup>Subdivisions listed under **-Diseases** may also be used under subdivisions on this list that represent specific pathological conditions, for example, **-Infections-Diagnosis**; **-Fractures-Treatment**.

<sup>5</sup>Not established under **Fishes**. Use under individual animals and groups of animals as appropriate.

<sup>6</sup>Assign additional headings of the type [*individual chemical*]-**Physiological effect** for individual chemicals, drugs,

## H 1147 Pattern Headings: Animals

insecticides, pesticides, etc.

<sup>7</sup>Use **-Feeding and feeds** for the nutritional preparations provided for animals by humans as well as for the process of providing nourishment to them. Use **-Food** for the nutritional substances that animals find on their own or provide for themselves as well as for their food habits.

<sup>8</sup>Use **-Food** for the nutritional substances animals find on their own or provide for themselves as well as for their food habits. Use **-Feeding and feeds** for the nutritional preparations provided for animals by humans as well as for the process of providing nourishment to them.

<sup>9</sup>Use **-Grooming** for the human tending, cleaning, brushing, etc., of animals.

<sup>10</sup>Use **-Habitations** for the natural shelters and homes that animals build for themselves, such as burrows, dens, lairs, lodges, etc. Use **-Nests** under nesting animals. Use **-Housing** for the shelters and structures that humans construct and provide for wild or domestic animals.

<sup>11</sup>Not established under **Fishes**; use **Fish handling** instead. Use **-Handling** under other individual animals and groups of animals as appropriate.

<sup>12</sup>Use **-Housing** for the shelters and structures that humans construct and provide for wild or domestic animals. Use **-Habitations** for the natural shelters and homes that animals build for themselves.

<sup>13</sup>Not established under **Fishes**. Use **Fish tagging** instead. Use under individual animals and groups of animals as appropriate.

<sup>14</sup>Use **-Names** for the history, origin, customs, etc., of selecting personal names for individual animals.

<sup>15</sup>Use **-Nomenclature** for systematically derived lists of names or designations that have been formally adopted or sanctioned, or for discussions of the principles involved in the creation or application of those names to taxonomic groupings of animals.

<sup>16</sup>Use **-Nomenclature (Popular)** for lists or discussions of common names for animal groupings.

<sup>17</sup>Use **-Psychological aspects** for the influence of animals on the human mental condition or personality.

<sup>18</sup>Use **-Psychology** for the mental processes or characteristics of animals.

<sup>19</sup>Use **-Reproduction** for the physiological process by which animals generate offspring of the same kind. Use **-Breeding** for the controlled mating and selection of animals by humans, usually for the purpose of improving the species or breed.

<sup>20</sup>Not established under **Fishes**. Established instead under **Poisonous fishes**. Use under individual animals and groups of animals as appropriate.

## Pattern Headings: Chemicals H 1149

**PATTERNS:** Copper; Insulin

**TYPES OF HEADINGS COVERED BY THE PATTERN:** Headings for individual chemicals and groups of chemicals, including drugs. *Examples:* **Aspirin; Boron; Carbon dioxide; DDT (Insecticide); Heavy metals; Iodine; Organofluorine compounds; Polyurethanes; Vitamin C.** The category does not include the heading **Chemicals**. Some overlap exists with the category for materials (H 1158). Headings for individual substances and types of substances such as **Polyethylene** and **Nonferrous metals** should follow the pattern for chemicals when they are discussed from the standpoint of their chemical structure, effects, reactions, etc. They should follow the pattern for materials when they are discussed as basic substances from which something can be made, including their engineering properties, processing, suitability for intended use, etc. Subdivisions having restricted use or needing explanation are explained in endnotes.

**CONFLICTS:** Any subdivision listed here can be used as a free-floating subdivision under any heading belonging to the category if it is appropriate and no conflict exists in the subject authority file. Subject authority records may exist for headings employing variant phrases or subdivisions equivalent to subdivisions on this list.

*LC practice:*

If an exceptional variant form is to be retained, make a UF reference from the equivalent free-floating subdivision form following the procedures in H 195 if the reference does not yet exist. Otherwise, submit a proposal to change the variant form along with all bibliographic records requiring correction following the procedures in H 193.

*Note: Most form subdivisions coded \$v in this list may also be used as topical subdivisions coded \$x when assigned to works **about** the form (see H 1075, sec. 1.d.).*

- \$x Absorption and adsorption (May Subd Geog)
- \$x Acoustic properties (May Subd Geog)
- \$x Administration<sup>1</sup>
- \$x Affinity labeling (May Subd Geog)
- \$x Agonists<sup>2</sup>
- \$x Allergenicity (May Subd Geog)

## H 1149 Pattern Headings: Chemicals

- \$x Analysis
- \$x Antagonists<sup>2, 3</sup>
- \$x Assaying<sup>4</sup> (*May Subd Geog*)
- \$x Bioaccumulation (*May Subd Geog*)
- \$x Bioavailability (*May Subd Geog*)
- \$x Biodegradation (*May Subd Geog*)
- \$x Biotechnology (*May Subd Geog*)
- \$x Brazing (*May Subd Geog*)
- \$x Brittleness (*May Subd Geog*)
- \$x Carcinogenicity (*May Subd Geog*)
- \$x Cold working (*May Subd Geog*)
- \$x Coloring
- \$x Conformation
- \$x Controlled release<sup>1</sup> (*May Subd Geog*)
- \$x Corrosion (*May Subd Geog*)
- \$x Creep (*May Subd Geog*)
- \$x Decay
- \$x Decontamination (*May Subd Geog*)
- \$x Denaturation<sup>5</sup>
- \$x Density
- \$x Derivatives<sup>2</sup> (*May Subd Geog*)
- \$x Design<sup>6</sup>
- \$x Development<sup>6</sup> (*May Subd Geog*)
- \$x Diagnostic use (*May Subd Geog*)
- \$x Diffusion rate
- \$x Dipole moments
- \$x Dissolution
- \$x Dose-response relationship
- \$x Effect of radiation on (*May Subd Geog*)
- \$x Effectiveness<sup>1</sup> (*May Subd Geog*)
- \$x Electric properties (*May Subd Geog*)
- \$x Electrometallurgy
- \$x Environmental aspects (*May Subd Geog*)
- \$x Evolution (*May Subd Geog*)
- \$x Excretion
- \$x Fatigue (*May Subd Geog*)
- \$x Immunology

## Pattern Headings: Chemicals H 1149

\$x Industrial applications (*May Subd Geog*)  
\$x Inhibitors<sup>2,7</sup>  
\$x Isotopes<sup>2</sup> (*May Subd Geog*)  
\$x Isotopes \$x Half-life (*May Subd Geog*)  
\$x Law and legislation<sup>8</sup> (*May Subd Geog*)  
\$x Lead content (*May Subd Geog*)  
\$x Magnetic properties (*May Subd Geog*)  
\$x Mechanism of action  
\$x Metabolic detoxification (*May Subd Geog*)  
\$x Metabolism  
\$x Metabolism \$x Age factors (*May Subd Geog*)  
\$x Metabolism \$x Disorders<sup>9</sup> (*May Subd Geog*)  
\$x Metabolism \$x Genetic aspects  
\$x Metabolism \$x Regulation  
\$x Methylation  
\$x Molecular rotation  
\$x Optical properties  
\$x Overdose<sup>6</sup> (*May Subd Geog*)  
\$x Oxidation (*May Subd Geog*)  
\$x Pathophysiology  
\$x Peroxidation  
\$x Permeability  
\$x Pharmacokinetics  
\$x Physiological effect (*May Subd Geog*)  
\$x Physiological transport  
\$x Prices (*May Subd Geog*)  
\$x Properties  
\$x Psychotropic effects<sup>10</sup> (*May Subd Geog*)  
\$x Purification (*May Subd Geog*)  
\$x Quenching (*May Subd Geog*)  
\$x Radioiodination (*May Subd Geog*)  
\$x Reactivity (*May Subd Geog*)  
\$x Receptors  
\$x Receptors \$x Effect of drugs on (*May Subd Geog*)  
\$x Recycling (*May Subd Geog*)  
\$x Religious aspects  
\$x Religious aspects \$x Buddhism, [Christianity, etc.]  
\$x Research (*May Subd Geog*)

## H 1149 Pattern Headings: Chemicals

\$x Research \$x Law and legislation<sup>8</sup> (*May Subd Geog*)  
\$x Sampling (*May Subd Geog*)  
\$x Secretion  
\$x Secretion \$x Regulation  
\$x Separation (*May Subd Geog*)  
\$x Side effects<sup>1</sup> (*May Subd Geog*)  
\$x Solubility (*May Subd Geog*)  
\$x Speciation (*May Subd Geog*)  
\$x Spectra  
\$x Stability  
\$x Standards (*May Subd Geog*)  
\$x Structure  
\$x Structure-activity relationships  
\$x Surfaces  
\$x Synthesis  
\$x Synthesis \$x Inhibitors  
\$x Synthesis \$x Regulation  
\$x Testing<sup>11</sup>  
\$x Therapeutic use<sup>12</sup> (*May Subd Geog*)  
\$x Therapeutic use \$x Administration<sup>13</sup>  
\$x Therapeutic use \$x Controlled release<sup>13</sup> (*May Subd Geog*)  
\$x Therapeutic use \$x Effectiveness<sup>13</sup> (*May Subd Geog*)  
\$x Therapeutic use \$x Side effects<sup>13</sup> (*May Subd Geog*)  
\$x Therapeutic use \$x Testing<sup>13</sup>  
\$x Thermal conductivity (*May Subd Geog*)  
\$x Thermal properties (*May Subd Geog*)  
\$x Threshold limit values (*May Subd Geog*)  
\$x Toxicity testing (*May Subd Geog*)  
\$x Toxicology (*May Subd Geog*)  
\$x Toxicology \$x Age factors (*May Subd Geog*)  
\$x Toxicology \$v Biography  
\$x Toxicology \$x Reporting (*May Subd Geog*)  
\$x Transport properties (*May Subd Geog*)  
\$x Vapor pressure (*May Subd Geog*)  
\$x Viscosity<sup>14</sup> (*May Subd Geog*)  
\$x Welding (*May Subd Geog*)

## Pattern Headings: Chemicals H 1149

### NOTES

<sup>1</sup>Not established under **Copper** or **Insulin**. Use only under individual drugs and groups of drugs, for example, **Anesthetics-Administration**; **Antibiotics-Controlled release**; **Analgesics-Effectiveness**; **Thalidomide-Side effects**; **Oral contraceptives-Side effects**. For individual and groups of non-drug chemicals, use **-Therapeutic use-Administration**; **-Therapeutic use-Controlled release**; **-Therapeutic use-Effectiveness**; and **-Therapeutic use-Side effects**.

<sup>2</sup>The subdivisions **-Agonists**, **-Antagonists**, **-Derivatives**, **-Inhibitors**, and **-Isotopes** represent chemicals and may be further subdivided by other subdivisions from this list as appropriate.

<sup>3</sup>Not valid under individual enzymes and groups of enzymes. Use **-Inhibitors** under individual enzymes and groups of enzymes.

<sup>4</sup>Use under types of metals and individual metals for the determination of the quantity or quality of a metal in an ore, alloy, etc., for example, **Precious metals-Assaying**; **Silver-Assaying**.

<sup>5</sup>Use only under individual proteins and groups of proteins.

<sup>6</sup>Not established under **Copper** or **Insulin**. Use only under individual drugs and groups of drugs.

<sup>7</sup>Not established under either **Copper** or **Insulin**. Use only under individual enzymes and groups of enzymes, for example, **Amylases-Inhibitors**; **Monoamine oxidase-Inhibitors**.

<sup>8</sup>See H 1154.5 for further subdivisions used under legal topics.

<sup>9</sup>See the pattern heading list for diseases (H 1150) for further subdivisions which may be used under the subdivision **-Metabolism-Disorders**.

<sup>10</sup>Not valid under types of, or individual, psychotropic chemicals, drugs, or plants (e.g., **Antidepressants**; **Clozapine**; **Opium poppy**)

<sup>11</sup>Use **-Testing** directly under individual drugs and groups of drugs for testing their action, effectiveness, etc. For the testing of other chemicals as drugs, use **-Therapeutic use-Testing**, for example, **Insulin-Therapeutic use-Testing**.

<sup>12</sup>Not valid under the heading **Drugs** and headings for individual drugs and groups of drugs. Use the heading **Chemotherapy** for the therapeutic use of drugs in general. Use unsubdivided headings for individual drugs and groups of drugs for their therapeutic use.

<sup>13</sup>Use only under individual and groups of non-drug chemicals. For individual drugs and groups of drugs, use **-Administration**, **-Controlled release**, **-Effectiveness**, **-Side effects**, and **-Testing** directly under the heading for the drug(s).

<sup>14</sup>Not established under **Copper** or **Insulin**. Use under other chemicals as appropriate.



## Comics and Comic Characters H 1430

**BACKGROUND:** For works that consist of selections from a comic strip or single panel cartoon, as well as for works about a comic strip or cartoon, it is descriptive cataloging policy to provide an added entry for the title of the strip or cartoon when that title differs from the title of the work being cataloged, and to justify the added entry by means of a note if necessary. Descriptive catalogers are responsible for establishing these headings. It is subject cataloging policy to assign a genre/form term to selections from a comic strip or single-panel cartoon, and to graphic novels; headings to bring out their subject content are assigned only in limited circumstances, as described below. Subject headings are routinely assigned only to works about such strips or cartoons, or about graphic novels.

This instruction sheet provides guidelines for assigning genre/form terms and subject headings to represent the content of graphic novels and selections from strips and cartoons; and also for assigning subject headings to works about individual comic strips, single panel cartoons, and comic characters. For classification of comic books and graphic novels, see F 565.

### 1. *Graphic novels, comic strips, and single panel cartoons.*

**a. Selections of comic strips or cartoons and original works of fiction, including graphic novels.** Assign one of two genre/form terms in a 655 field with second indicator 0: **Comic books, strips, etc.**, or **Graphic novels**. Consider to be a comic book:

- A collection or selection of comic strips or cartoons;
- A comic book cataloged as a serial; or,
- Selected issues of serial comics that have been collected and republished as monographs.

Consider to be a graphic novel any work created specifically for the publication in hand and that is complete, or intended to be complete, in one or more volumes.

In case of doubt, assign **Comic books, strips, etc.**

Assign subject headings according to the following guidelines, which follow general principles for fiction presented in H 1790, sec. 4.

**(1) Biographical fiction.** Assign the heading [*name of biographee*]-**Comic books, strips, etc.**

## H 1430 Comics and Comic Characters

### 1. *Graphic novels, comic strips, and single panel cartoons.*

#### *a. Selections of comic strips or cartoons and original works of fiction, including graphic novels. (Continued)*

(2) *Historical fiction.* Assign the headings for specific historical events, periods, etc., with the subdivision **-Comic books, strips, etc.**, e.g. **World War, 1939-1945- Comic books, strips, etc.**, **San Francisco Earthquake and Fire, Calif., 1906- Comic books, strips, etc.**

Do not assign a heading of this type when the event or period is merely the backdrop of the story. Assign it only when the event or period is the principal focus of the work.

Interpret the term **historical fiction** broadly to include works about entities such as movements, corporate bodies or other jurisdictions, camps, parks, structures, geographical features other than regions, ethnic groups, disasters, categories of events, etc.

(3) *Animal stories.* Assign the heading **Animals-Comic books, strips, etc.** to individual works about animals in general. For a work about a specific type of animal, assign a heading for the type of animal with the subdivision **-Comic books, strips, etc.**, e.g. **Horses-Comic books, strips, etc.**

(4) *Assignment of additional form headings.* When using **-Comic books, strips, etc.** as a form subdivision, do not add or interpose other form subdivisions.

The form subdivision **-Comic books, strips, etc.** denotes both fiction and non-fiction works.

#### *b. Works about individual graphic novels, comic strips or cartoons.* Assign the authorized title or name-title heading for a graphic novel, comic strip or single panel cartoon to works about such cartoons.

*c. Works about graphic novels, comic strips or cartoons, treated collectively.* Assign form and topical headings following the general principles in H 180 to bring out the form (e.g., **Graphic novels; Science fiction comic books, strips, etc.**), place of origin, and/or special topics discussed. Subdivide form headings by **-History and criticism** (e.g., **Graphic novels—History and criticism**).

## Comics and Comic Characters H 1430

### 2. *Comic characters.*

*a. Establishing headings for individual characters.* Establish new headings for individual characters in graphic novels, comic strips or single panel cartoons under their names with the qualifier (**Fictitious character**), for example, **Snoopy (Fictitious character)**. See H 1610 for detailed instructions.

*b. Assignment of headings for individual characters.* Assign such headings to works of criticism about a particular comic or cartoon character. If appropriate, assign also the heading for the strip or cartoon itself. Do not use the subdivision **-History and criticism**. Do not assign headings for individual characters to fictional works featuring the character.

*3. Nonfiction written in comic book or graphic novel style.* Assign the appropriate subject heading array. Subdivide each heading by **-Comic books, strips, etc.**

### 4. *Examples.*

*Title: Superman, Batman.*  
[selected issues of a comic serial republished as a monograph]  
655 #0 \$a Comic books, strips, etc.

*Title: Wonder Woman annual.*  
655 #0 \$a Comic books, strips, etc.

*Title: Garfield chews the fat.*  
[selections from the comic strip]  
655 #0 \$a Comic books, strips, etc.

*Title: The white lama.*  
[original work complete in six volumes]  
655 #0 \$a Graphic novels.

*Title: The battle of the Alamo.*  
[nonfiction work about the Alamo]  
651 #0 \$a Alamo (San Antonio, Texas) \$x Siege, 1836 \$v Comic books, strips, etc.

## H 1430 Comics and Comic Characters

### 4. Examples. (Continued)

*Title: Peanuts : a golden celebration : the art and story of the world's best-loved comic strip.*

600 10 \$a Schulz, Charles M. \$q (Charles Monroe), \$d 1922-2000.  
\$t Peanuts.

*Title: Webslinger : unauthorized essays on your friendly neighborhood Spider-Man.*

[work of history and criticism]  
650 #0 \$a Spider-Man (Fictitious character)

*Title: Sugar and spice : little girls in the funnies : an exhibition of Peanuts girls and their predecessors, contemporaries, and successors : 4 to May 29, 2006.*

February

[work of history and criticism]  
650 #0 \$a Comic books, strips, etc. \$z United States \$x History and criticism \$v Exhibitions.  
650 #0 \$a Girls in literature \$v Exhibitions.  
650 #0 \$a Girls in art \$v Exhibitions.  
600 10 \$a Schulz, Charles M. \$q (Charles Monroe), \$d 1922-2000.  
\$t Peanuts.

## Cooking and Cookbooks H 1475

**BACKGROUND:** Prior to 2010, the Library of Congress used the heading *Cookery* both as a topical heading for general works about cooking and as a form heading for general collections of cooking recipes. In 2010, the topical heading was changed to **Cooking**, and a separate genre/form term **Cookbooks** was established. The word *Cookery* was also changed to **Cooking** in other existing headings such as **Cooking, French**; **Cooking (Blueberries)**; **Cooking for the sick**; etc. The topical heading **Recipes** was changed to **Formulas, recipes, etc.** to clarify its usage for preparation of non-food items. This instruction sheet provides guidelines for assigning subject headings to cookbooks and works about cooking.

**1. Cooking.** Assign the heading **Cooking** (*May Subd Geog*) to general works on cooking, cuisine, and food preparation. Use this heading for works about all types of food preparation, including preparation of those foods that do not necessarily need to be heated. When appropriate, subdivide the heading by place to express the location of the cooking. *Example:*

*Title: Austin entertains.*

650 #0 \$a Cooking \$z Texas \$z Austin.

### **2. Cookbooks.**

**a. Genre/form term.** Assign **Cookbooks** as a genre/form term to collections of cooking recipes. Assign the term both to general collections of cooking recipes and to collections focused on specific ingredients, special diets, etc. Do not subdivide this genre/form term. Assign topical headings to bring out the location if appropriate. *Example:*

*Title: Monday to Friday cookbook.*

650 #0 \$a Cooking \$z United States.

655 #7 \$a Cookbooks. \$2 lcgft

*Note: Do not assign the heading **Formulas, recipes, etc.** to collections of cooking recipes. Use that heading only for more general recipe books of household items, cleaning compounds, cosmetics, etc. Example:*

*Title: The Natural formula book for home & yard.*

650 #0 \$a Formulas, recipes, etc.

## H 1475 Cooking and Cookbooks

### 2. Cookbooks. (Continued)

**b. Topical heading.** Assign **Cookbooks** as a topical heading to works about cookbooks. Divide the heading by place if appropriate. Example:

*Title: Pot roast, politics, and ants in the pantry : Missouri's cookbook heritage.*

650 #0 \$a Cookbooks \$z Missouri \$x History.

**3. National and ethnic cuisines and styles of cooking.** Assign the heading **Cooking** qualified by nationality or ethnic group to works on the specific style of cooking associated with that nationality or ethnic group, for example, **Cooking, French**; **Cooking, Kurdish**; **Mexican American cooking**. Further subdivide headings for nationality to express regional styles, for example, **Cooking, American-Louisiana style**. Do not use geographic subdivision after headings for national or ethnic styles of cooking. For works on a style of cooking in a specific place, assign a subject heading for the style and an additional subject heading **Cooking** divided by place. *Example:*

*Title: A taste of bountiful Ohio.*

650 #0 \$a Cooking, American \$x Midwestern style.

650 #0 \$a Cooking \$z Ohio.

**4. Specific ingredients or foods.** Assign the heading **Cooking** with an appropriate parenthetical qualifier to works on the preparation of dishes using a specific ingredient or food, for example, **Cooking (Blueberries)**; **Cooking (Eggs)**; **Cooking (Garlic)**. For works on the preparation of specific food products assign a heading for the product, for example, **Bread**; **Omelets**; **Salads**.

*Note: In some cases two headings exist, one for the food product itself, for example, **Jelly** (for works on making jellies) and another for that product as an ingredient in cooking, for example, **Cooking (Jelly)** (for works on using jelly as an ingredient in other foods).*

*Examples:*

*Title: The banana lover's cookbook.*

650 #0 \$a Cooking (Bananas)

655 #7 \$a Cookbooks. \$2 lcgft

4. *Specific ingredients or foods.*

Examples: (Continued)

Title: *The salmon cookbook.*

650 #0 \$a Cooking (Salmon)  
655 #7 \$a Cookbooks. \$2 lcgft

Title: *Basic breads around the world.*

650 #0 \$a Bread.  
650 #0 \$a International cooking.

Title: *Cooking with bread.*

650 #0 \$a Cooking (Bread)  
655 #7 \$a Cookbooks. \$2 lcgft

5. *Recipes for special types of diets.* Assign the heading **Cooking for the sick** to general works on preparing food for patients or persons with diseases. Assign the genre/form term **Cookbooks** if the work is a general collection of recipes. Assign the free-floating subdivision **-Diet therapy-Recipes** under names of individual diseases or under the subdivision **-Diseases**, for collections of recipes intended for persons with those diseases. For collections of recipes for special types of diets, such as those free from certain substances or higher or lower in certain substances, assign a heading for the diet with subdivision **-Recipes**, for example, **Milk-free diet-Recipes; High-potassium diet-Recipes**. The subdivision **-Recipes** is not free-floating for this usage. Examples:

Title: *Cooking well for the unwell : more than 100 nutritious recipes.*

650 #0 \$a Cooking for the sick.  
655 #7 \$a Cookbooks. \$2 lcgft

Title: *The anti-coronary cookbook.*

650 #0 \$a Heart \$x Diseases \$x Diet therapy \$v Recipes.  
650 #0 \$a Low-cholesterol diet \$v Recipes.  
655 #7 \$a Cookbooks. \$2 lcgft

Title: *Down home cookin' : without the down home fat.*

650 #0 \$a Low-fat diet \$v Recipes.  
655 #7 \$a Cookbooks. \$2 lcgft

## H 1475 Cooking and Cookbooks

**6. Recipes associated with specific institutions or organizations.** For collections of recipes used by individual restaurants, families, members of individual organizations, or otherwise related to an individual corporate body, assign the subject headings appropriate to the content of the work. For recipes from an individual restaurant, assign an additional subject heading for the restaurant. For recipe books from individual families, societies, clubs, etc., assign an additional subject heading for the individual family or corporate body only if the work contains substantial information about the family or body. *Examples:*

*Title: Southern cooking from Mary Mac's Tea Room.*

650 #0 \$a Cooking, American \$x Southern style.  
650 #0 \$a Cooking \$z Georgia \$z Atlanta.  
610 20 \$a Mary Mac's Tea Room.  
655 #7 \$a Cookbooks. \$2 lcgft

*Title: Louisiana entertains : menus and recipes from the Rapides Symphony Guild, Alexandria, Louisiana.*

650 #0 \$a Cooking, American \$x Louisiana style.  
650 #0 \$a Menus.  
655 #7 \$a Cookbooks. \$2 lcgft

*Title: The Oke family cookbook : favorite recipes of Janette's family.  
[includes historical information about the family]*

650 #0 \$a Cooking, American \$x Louisiana style.  
600 30 \$a Oke family.  
655 #7 \$a Cookbooks. \$2 lcgft

**7. Other special aspects of cooking.** Assign, as appropriate, specific subject headings expressing method of preparation, type of meal, or category of food. Assign subject headings in the following order: 1) ingredient or food; 2) method of preparation; 3) meal or category of food; 4) national or ethnic style; 5) genre/form. *Examples:*

*Title: Glorious vegetables in the microwave.*

650 #0 \$a Cooking (Vegetables)  
650 #0 \$a Microwave cooking.

*Title: Indian sweet cookery.*

650 #0 \$a Desserts \$z India.  
650 #0 \$a Cooking, Indic.

## Cooking and Cookbooks H 1475

### 7. *Other special aspects of cooking.*

*Examples: (Continued)*

*Title: The Southern heritage breakfast and brunch cookbook.*

650 #0 \$a Breakfasts.  
650 #0 \$a Brunches.  
650 #0 \$a Cooking, American \$x Southern style.  
655 #7 \$a Cookbooks. \$2 lcgft

*Title: Maida Heatter's Book of great chocolate desserts.*

650 #0 \$a Cooking (Chocolate)  
650 #0 \$a Desserts.  
655 #7 \$a Cookbooks. \$2 lcgft

*Title: The breads of France and how to bake them in your own kitchen.*

650 #0 \$a Bread \$z France.  
650 #0 \$a Cooking, French.  
655 #7 \$a Cookbooks. \$2 lcgft

*Title: The Old West baking book.*

650 #0 \$a Baking.  
650 #0 \$a Cooking, American \$x Western style.  
655 #7 \$a Cookbooks. \$2 lcgft

*Title: Microwaving light meals & snacks.*

650 #0 \$a Microwave cooking.  
650 #0 \$a Appetizers.  
655 #7 \$a Cookbooks. \$2 lcgft

**8. *Establishing headings for individual cooking ingredients.*** Establish new headings for cooking ingredients according to the following pattern:

150 #0 \$a Cooking ([*name of ingredient*])  
450 #0 \$a Cooking with [*product or commodity*]  
450 #0 \$a [*product or commodity*] \$x Use in cooking  
550 #0 \$w g \$a Cooking ([*broader category*])

*Examples:*

150 #0 \$a Cooking (Tropical fruit)  
450 #0 \$a Cooking with tropical fruit  
450 #0 \$a Tropical fruit \$x Use in cooking  
550 #0 \$w g \$a Cooking (Fruit)

## H 1475 Cooking and Cookbooks

### *8. Establishing headings for individual cooking ingredients.*

*Examples: (Continued)*

150 #0 \$a Cooking (Cream cheese)  
450 #0 \$a Cooking with cream cheese  
450 #0 \$a Cream cheese \$x Use in cooking  
550 #0 \$w g \$a Cooking (Cheese)

## Dynasties, Royal Houses, etc. H 1574

**BACKGROUND:** *In subject heading practice two types of headings have been used for works discussing named dynasties and royal houses:*

[ . . . ] *dynasty*  
[ . . . ], *House of*

*The terminology used in reference sources usually determines which of the two types of headings to use. The heading [ . . . ] **dynasty** is generally used for non-European royal houses; [ . . . ], **House of** for European royal houses. The heading [ . . . ], **House of** is used for an individual royal house, that is, a ruling family of a monarchy. Works that discuss several royal houses of a region or country are assigned the heading for the region or country in question with the free-floating subdivision **-Kings and rulers**.*

*Individual aristocratic or noble families are established as [ . . . ] **family**, for example, **Malatesta family**; **Tokugawa family**. For guidelines concerning establishing family names, see H 1631. For dukes, counts, and earls, see sec. 3, below.*

*In some instances, named dynasties and royal houses are also used as period subdivisions, for example, **China-History-Han dynasty, 202 B.C.-220 A.D.**; **France-History-House of Valois, 1328-1589**. Since headings of this type emphasize a specific historical period rather than an individual dynasty or royal house, this instruction sheet does not discuss period subdivisions consisting of named dynasties or royal houses.*

*In the past, some named dynasties were established in a form similar to headings for classes of persons, for example, **Abbasids**, **Buwayhids**. These headings may be changed to the form [ . . . ] **dynasty** as they are encountered.*

### 1. [ . . . ] **dynasty**.

**a. Form and usage of headings.** Establish named dynasties as straight phrase headings consisting of the adjectival form of the name of the dynasty and the English word **dynasty**. Do not use the vernacular equivalent of the word **dynasty**. Add whenever possible the span of years of a particular dynasty. Tag these headings **100**, with first indicator **3** and second indicator **blank**.

Do not use **-Biography** or **-History** after [ . . . ] **dynasty** headings.

## H 1574 Dynasties, Royal Houses, etc.

### 1. [...] *dynasty*. (Continued)

**b. References.** In addition to appropriate 400 fields, add a 551 (broader term) field with the heading [*country*]-**Kings and rulers**. *Examples:*

```
100 3# $a Malla dynasty
551 ## $w g $a Nepal $x Kings and rulers
```

```
100 3# $a Achaemenid dynasty, $d 559-330 B.C.
400 3# $a Achaemenians
400 3# $a Achaemenidae
400 3# $a Achaemenids
400 3# $a Hakhamanishiya
551 ## $w g $a Iran $x Kings and rulers
```

### 2. [...], *House of*.

**a. Form and usage of headings.** Establish individual royal houses as inverted phrase headings consisting of the name of the royal house and the English phrase **House of**. Do not use the vernacular equivalent of the phrase **House of**. Tag these headings **100**, with first indicator **3** and second indicator **blank**.

For works that discuss the members of the ruling family of a monarchy, use either the appropriate [...], **House of** heading or [**name of ruler**]-**Family**, if the work discusses solely the immediate family of a particular ruler.

For works that discuss specific types of royalty of a country, use the free-floating subdivision **-Kings and rulers** under the country, or the headings **Emperors** (*May Subd Geog*) **Queens** (*May Subd Geog*), **Princes** (*May Subd Geog*), **Princesses** (*May Subd Geog*), or **Sultans** (*May Subd Geog*).

For works that discuss persons or offices associated with a royal household, use the heading **Royal household** (*May Subd Geog*).

Do not use **-Biography** or **-History** after [...], **House of** headings.

## Dynasties, Royal Houses, etc. H 1574

### 2. [...], House of.

#### b. References.

(1) *UF references.* Add appropriate 400 fields providing variant forms of the name. Also add 400 fields with the uninverted form of the heading and its variants.

(2) *Broader terms.* Add a 551 (broader term) field with the heading [*country of origin*]-**Kings and rulers** or [*country most closely identified with royal house*]-**Kings and rulers**. Do not make broader terms from [*country*]-**Kings and rulers** to indicate countries ruled by the particular royal house.

#### *Examples:*

```
100 3# $a Anjou, House of
400 3# $a Angevins
400 3# $a Angio, House of
400 3# $a House of Angio
400 3# $a House of Anjou
551 ## $w g $a France $x Kings and rulers
```

```
100 3# $a Saxe-Coburg-Gotha, House of
400 3# $a Coburg, House of
400 3# $a House of Coburg
400 3# $a House of Saxe-Coburg-Gotha
551 ## $w g $a Germany $x Kings and rulers
```

## H 1574 Dynasties, Royal Houses, etc.

### 3. [...], *Dukes of*; [...], *Counts of*; [...], *Earls of*.

*a. Form of heading.* Establish individually named houses of dukes, counts, or earls as inverted phrase headings. Such headings are based on a place name followed by a comma and the phrase **Dukes of**, **Counts of**, or **Earls of**, as appropriate. Do not use the vernacular equivalents of the phrases **Dukes of** or **Counts of**. Tag these headings **100**, with first indicator **3** and second indicator **blank**.

Although such headings normally include a place name, do not convert the name to an AACR2 form. For example, use the form **Spoletto, Dukes of** rather than **Spoletto (Italy), Dukes of**.

### *b. References.*

(1) *UF references.* Add a 400 field with the straight form of the heading for the specific noble house.

(2) *Broader terms.* Add a 550 (broader term) field with the heading **Nobility-[country]**.

### *Examples:*

```
100 3# $a Devonshire, Dukes of
400 3# $a Dukes of Devonshire
550 ## $w g $a Nobility $z England
```

```
100 3# $a Parma, Dukes of
400 3# $a Dukes of Parma
550 ## $w g $a Nobility $z Italy
```

```
100 3# $a Toulouse, Counts of
400 3# $a Counts of Toulouse
550 ## $w g $a Nobility $z France
```

```
100 3# $a Gloucester, Earls of
400 3# $a Earls of Gloucester
550 ## $w g $a Nobility $z England
```

## Fictitious Characters H 1610

**BACKGROUND:** *Fictitious characters may have names that resemble personal names or they may have names that are descriptive phrases or nicknames. This instruction sheet provides guidelines for establishing and assigning subject headings for fictitious characters. For more specific instructions on comic and cartoon characters see H 1430; for legendary characters see H 1795.*

*Under AACR2, fictitious characters could not be established in the name authority file because they could not be descriptive access points. RDA permits fictitious characters to be used as descriptive access points if the character is credited with the creation of a work. They may therefore be established in the name authority file.*

*A fictitious character heading needed for use as a subject should be established in LCSH and tagged 150. A fictitious character heading needed for use as an RDA descriptive access point should be established in the name authority file and tagged 100. The descriptive heading will include a note in a 667 field that indicates that it may not be assigned as a subject heading and field 008/15 (Heading use-subject added entry) will have a value of b: Not appropriate.*

*Example:*

*Subject heading: 150 ## \$a Fletcher, Jessica (Fictitious character)*

*Name heading: 100 1# \$a Fletcher, Jessica  
667 ## \$a SUBJECT USAGE: This heading is not valid for use  
as a subject; use a fictitious character heading from  
LCSH.*

### **1. Form of heading.**

**a. Characters with surnames.** Establish in inverted form all characters whose names include a surname. Add as a final element of the name any titles of address associated with the name, if appropriate. Add the parenthetical qualifier (**Fictitious character**).

*Examples:*

150 ## \$a Shore, Jemima (Fictitious character)  
150 ## \$a Wimsey, Peter, Lord (Fictitious character)  
150 ## \$a Collins, Mr. (Fictitious character)  
150 ## \$a Dolittle, Doctor (Fictitious character)

## H 1610 Fictitious Characters

### 1. Form of heading. (Continued)

**b. Characters with nicknames.** Establish a character known by nickname directly under that name. Add the parenthetical qualifier (**Fictitious character**). *Examples:*

```
150 ## $a Operator 5 (Fictitious character)
150 ## $a Little Orphan Annie (Fictitious character)
```

**c. Characters with titles or terms of address.** Include or exclude terms such as **Inspector, Captain, Sergeant**, etc., based on usage by the literary author in the works in which the character appears.

**d. Characters with the same names or non-distinct names.** Differentiate characters having the same names by adding the creator's name to the qualifier following a space, a colon, and another space. *Example:*

```
150 ## $a Yum Yum (Fictitious character : Braun)
150 ## $a Yum Yum (Fictitious character : Gilbert)
```

If a character's name consists only of a forename with no other distinguishing term, add the creator's name to the qualifier in order to construct a unique heading. *Examples:*

```
150 ## $a Alfie (Fictitious character : Hughes)
150 ## $a Jim (Fictitious character : Cunliffe)
```

**e. Characters with names that differ according to the language of the work.** Establish characters that have different names in English and foreign-language editions, or that have different names in various literary traditions, under the name used in English, regardless of the original language of the works. *Examples:*

```
150 ## $a Thomas the Tank Engine (Fictitious character)
450 ## $a Tomos y Tanc (Fictitious character)

150 ## $a Othello (Fictitious character)
450 ## $a Otello (Fictitious character)
```

## Fictitious Characters H 1610

### 2. References.

*a. UF references.* Add 450 fields with other names by which the character may be known, including uninverted forms for characters entered under surname. *Examples:*

```
150 ## $a Shadow (Fictitious character)
450 ## $a Cranston, Lamont (Fictitious character)
450 ## $a Lamont Cranston (Fictitious character)
450 ## $a The Shadow (Fictitious character)

150 ## $a Marple, Jane (Fictitious character)
450 ## $a Jane Marple (Fictitious character)
450 ## $a Marple, Miss (Fictitious character)
450 ## $a Miss Marple (Fictitious character)

150 ## $a March, Jo (Fictitious character)
450 ## $a Bhaer, Jo (Fictitious character)
450 ## $a Jo Bhaer (Fictitious character)
450 ## $a Jo March (Fictitious character)
```

*b. Broader terms.* Do not add a broader term for headings for fictitious characters.

**3. Geographic subdivision.** Code headings for fictitious characters as **Not Subdivided Geographically**.

**4. Named groups of characters.** Establish named groups of fictitious characters according to the same pattern as individual characters. Use as a qualifier the term (**Fictitious characters**). *Examples:*

```
150 ## $a Hardy Boys (Fictitious characters)
150 ## $a Sartoris family (Fictitious characters)
```

Add 450 fields with references from variant names by which the group is known. *Example:*

```
150 ## $a Cartwright family (Fictitious characters)
450 ## $a Cartwright clan (Fictitious characters)
450 ## $a Cartwrights (Fictitious characters)
```

## H 1610 Fictitious Characters

### 4. *Named groups of characters.* (Continued)

Do not establish individual characters, including married couples, who appear together in a fictional work, as a group. Instead, establish them as separate characters. *Example:*

```
150 ## $a North, Jerry (Fictitious character)
150 ## $a North, Pam (Fictitious character)
```

[*not* 150 ## \$a North, Mr. and Mrs. (Fictitious characters)]

### 5. *Assignment of headings.*

**a. *Literary texts.*** Assign a subject heading for a fictitious character to collections of literary texts featuring the character, using the subdivisions **-Fiction**, **-Drama**, **-Poetry**, or **-Literary collections** as appropriate.

For individual plays or poems assign a subject heading only if the character has been borrowed by the author from another author or source and used in the creation of a new work. Do not assign a subject heading for works that are simply adaptations of another author's work.

*LC practice:*

Do not assign a subject heading for a fictitious character to an individual work of fiction, except for records that are cataloged according to special provisions for increased access to fiction (see H 1790).

**b. *Works about the character.*** Assign a subject heading without further subdivision to general works on a fictitious character.

For works limited to specific media, use the subject heading with an appropriate qualifying phrase such as **... in art**, **... in literature**, **... in mass media**.

*Exception:* Do not use **... in literature** for literary characters or **... in art** for characters that originated in art. Use the phrases **... in literature** and **... in art** only for characters borrowed from other media, for example, **Snoopy (Fictitious character) in literature**; **Othello (Fictitious character) in art**.

For works on the use of a fictitious character by an individual author, assign also a heading of the type [*name of author*]-**Characters**-[*name of character*] (cf. H 1110).

**3. Diplomatic relations between a region or country and the Catholic Church.**

*Examples: (Continued)*

*Title: Anglo-Vatican relations, 1914-1939.*

610 20 \$a Catholic Church \$x Foreign relations \$z Great Britain.

651 #0 \$a Great Britain \$x Foreign relations \$x Catholic Church.

651 #0 \$a Great Britain \$x Foreign relations \$y 1910-1936.

651 #0 \$a Great Britain \$x Foreign relations \$y 1936-1945.

610 20 \$a Catholic Church \$x History \$y 20th century.

Do not assign the heading **Vatican City–Foreign relations**, nor headings of the type **[place]–Foreign relations–Vatican City**.

**3. Diplomatic relations between a region or country and the Palestinian National Authority.**

See H 980 sec. 4.



### 3. Names of individual families.

*Note:* Under AACR2, family names could not be established in the name authority file because they could not be descriptive access points. RDA permits family names to be used as descriptive access points if the family is credited with the creation of a work. They may therefore be established in the name authority file.

A heading needed for use as a subject should be established in LCSH and tagged 100. A heading needed for use as an RDA descriptive access point should be established in the name authority file and also tagged 100. The descriptive heading will include a note in a 667 field that indicates that it may not be assigned as a subject heading and field 008/15 (Heading use-subject added entry) will have a value of b: Not appropriate.

*Example:*

Subject heading: 100 3# \$a Smith family  
4003# \$a Smythe family

Name heading: 100 1# \$a Smythe (Family : \$d 1745-1995 : \$c Providence, R.I.)  
667 ## \$a SUBJECT USAGE: This heading is not valid for use  
as a subject; use a family name heading from LCSH.

*This section provides information on the establishing of family name headings in LCSH.*

**a. Form of name.** For works containing the history of an individual family or biographies of family members, establish the family name, using the most common form of the name and add 400 fields for each known variant. *Example:*

100 3# \$a Adams family  
400 3# \$a Adam family  
400 3# \$a Adamson family  
400 3# \$a Addam family  
400 3# \$a Addams family  
400 3# \$a Adems family  
400 3# \$a Adom family

*Note:* For family names that include the word **Saint** or a foreign equivalent, use the spelled out form in the heading rather than the abbreviated form. Add 400 fields as necessary using the abbreviated form.

## H 1631 Genealogy and Family Names

### 3. Names of individual families.

#### a. Form of name. (Continued)

Do not add any 5XX (broader term) fields.

Do not add any qualifiers to the name, such as the name of the progenitor or the occupation of the family.

When possible, consult the following sources:

Work being cataloged

*New dictionary of American family names*

Tables in the publication of the U.S. Census Bureau, *A century of population growth*

If the name is a common one with several variants, select for the heading the spelling of the name used most frequently and add 400 fields from the other forms of the name. If appropriate, consult a telephone directory or the name authority file to determine which spelling is most commonly used. *Examples:*

```
100 3# $a Smith family  
[not 100 3# $a Smyth family]
```

```
100 3# $a Clark family  
[not 100 3# $a Clarke family]
```

For names in foreign languages that appear in inflected forms, generally prefer the masculine, singular, nominative form.

If the name is associated with a famous family, select the spelling of the name used by the family. *Example:*

```
100 3# $a Hearst family  
[not 100 3# $a Hurst family]
```

## Genealogy and Family Names H 1631

### 3. Names of individual families. (Continued)

**b. Compound names.** Establish compound names as one name, for example, **Lloyd Jones family**.

Using 500 (related term) fields, connect compound names with the parts of the name, if they have been established. *Example:*

```
100 3# $a Lloyd Jones family
500 3# $a Jones family
500 3# $a Lloyd family
```

Do not establish such names solely for the purpose of adding these 500 fields.

**c. Related names.** Establish similar-sounding names with different meanings and similar names from different ethnic backgrounds as separate names, connecting them with 500 fields. *Example:*

```
100 3# $a Cook family
500 3# $a Koch family
```

```
100 3# $a Koch family
500 3# $a Cook family
```

If family names of different meanings or different ethnic backgrounds are distinguished only by the use of diacritical marks, establish a single heading (without diacritical marks if that form occurs), adding a note explaining that the heading is used for multiple families and that the appropriate diacritical marks may be included in the heading on an individual bibliographic record. Do not use this procedure for a single family name that may have dropped diacritical marks as a result of immigration. *Example:*

```
100 3# $a Koto family
680 ## $i Here are entered works on families with the
      surnames Koto, Kōtō, or Kotō.
680 ## $i When this heading is assigned to works on an
      individual family, the appropriate diacritical
      marks, if any, are included in the heading in the
      catalog record.
```

## H 1631 Genealogy and Family Names

### 3. Names of individual families.

#### *c. Related names. (Continued)*

If a family name has been changed substantially as the result of emigration, establish headings for both names, connect them with 500 fields, and assign both headings to the work being cataloged. *Example:*

```
100 3# $a Bitsche family
500 3# $a Peachey family
```

```
100 3# $a Peachey family
500 3# $a Bitsche family
```

*d. Tagging of headings.* Tag headings for individual families **100** in authority records and **600** in bibliographic records.

#### *e. Assigning headings to individual works.*

*(1) General rules.* Assign a heading for the name of the family.

Subdivide family names as needed by the free-floating form and topical subdivisions listed in H 1120.

Do not subdivide family names by **-Biography**, **-History**, or **-Sources**.

*(2) Works that discuss more than one family.* If more than one family is discussed, assign headings for each family, up to a maximum of four.

If more than four families are included, select the four that are the most important for the work being cataloged.

## Genealogy and Family Names H 1631

### 3. Names of individual families.

#### e. Assigning headings to individual works. (Continued)

(3) **Location of the family.** In accordance with H 1845, bring out the location of the family in an additional heading, if possible. *Example:*

*Title: Smith family of Virginia.*  
600 30 \$a Smith family.  
651 #0 \$a Virginia \$v Genealogy.

For countries other than the United States, assign an additional heading of the type **[country]-Genealogy**. *Example:*

*Title: The Jones family of London.*  
600 30 \$a Jones family.  
651 #0 \$a London (England) \$v Genealogy.  
651 #0 \$a Great Britain \$v Genealogy.

If the work is a collective biography of the members of a family, do not assign a heading of the type **[place]-Genealogy**, unless the work also contains genealogical material.

(4) **Progenitors and individual family members.** Assign an additional heading for the name of the progenitor, or any individual family member, subdivided by the free-floating subdivision **-Family** if he or she is mentioned on the title page or given prominent treatment in the text.

4. **Geographic area codes.** To genealogical or biographical works about individual families, assign codes based on the headings selected for the work being cataloged. Do not assign a code for the country in which the family resides unless another heading that includes the name of the country is assigned.

## H 1631 Genealogy and Family Names

### 5. Examples.

*Title: Property deeds for genealogy : how to find them.*

651 #0 \$a United States \$x Genealogy \$v Handbooks, manuals,  
etc.

650 #0 \$a Deeds \$z United States \$v Handbooks, manuals, etc.

*Title: Hart County, Kentucky, marriage records.*

650 #0 \$a Marriage records \$z Kentucky \$z Hart County.

651 #0 \$a Hart County (Ky.) \$v Genealogy.

*Title: Tombstone inscriptions of Van Buren County, Tennessee.*

651 #0 \$a Van Buren County (Tenn.) \$v Genealogy.

650 #0 \$a Registers of births, etc. \$z Tennessee \$z Van  
Buren County.

650 #0 \$a Cemeteries \$z Tennessee \$z Van Buren County.

650 #0 \$a Inscriptions \$z Tennessee \$z Van Buren County.

*Title: Morris, Whittington, Jones, and related families.*

600 30 \$a Morris family.

600 30 \$a Whittington family.

600 30 \$a Jones family.

651 #0 \$a Southern States \$v Genealogy.

*Title: Joseph Jones of Gates County, North Carolina : his ancestors and  
descendants.*

600 30 \$a Jones family.

600 10 \$a Jones, Joseph, \$d 1851-1930 \$x Family.

651 #0 \$a Gates County (N.C.) \$v Genealogy.

*Title: The ancestry of Priscilla Brown.*

600 30 \$a Brown family.

600 30 \$a Howe family.

600 30 \$a Clark family.

600 10 \$a Brown, Priscilla, \$d 1750-1799 \$x Family.

651 #0 \$a Massachusetts \$v Genealogy.

651 #0 \$a Great Britain \$v Genealogy.

## Genealogy and Family Names H 1631

### 5. *Examples. (Continued)*

*Title: The Jefferson family.*

600 30 \$a Jefferson family.

600 10 \$a Jefferson, Thomas, \$d 1743-1826 \$x Family.

651 #0 \$a Virginia \$v Genealogy.

*Title: Inscriptions from the tomb stones at Mount Calvary Cemetery.*

651 #0 \$a Baltimore (Md.) \$v Genealogy.

650 #0 \$a Registers of births, etc. \$z Maryland  
\$z Baltimore.

610 20 \$a Mount Calvary Cemetery (Baltimore, Md.)

650 #0 \$a Inscriptions \$z Maryland \$z Baltimore.

### 6. *Subdivisions used under individual family names.* See H 1120.



## Relations and Military Relations H 1996

**BACKGROUND:** In 1981 the subdivisions *-Relations (general) with [...]*, *-Relations (general) with foreign countries*, *-Relations (military) with [...]*, and *-Relations (military) with foreign countries* were discontinued.

**1. General rule.** Use the following free-floating subdivisions further subdivided by a specific place when appropriate:

**-Relations** (*May Subd Geog*)

Use under names of regions, countries, cities, etc. for general relations between one region or jurisdiction and another.

**-Military relations** (*May Subd Geog*)

Use under names of regions, countries, cities, etc. for non-hostile military relations and/or cooperation between one region or jurisdiction and another.

*Note:* For works on diplomatic relations among regions and countries, use the subdivision **-Foreign relations** under names of countries and regions larger than countries. See H 1629 for instructions on its use.

**2. Relations with specific regions or countries.** Further subdivide these subdivisions by region or country to designate relations with a specific region or country, following normal rules for geographic subdivision (cf. H 830). If the subdivisions **-Relations** and **-Military relations** are so subdivided, make an additional subject entry with the two geographic names in reversed positions. *Examples:*

651 #0 \$a United States \$x Relations \$z China.  
651 #0 \$a China \$x Relations \$z United States.

651 #0 \$a Murcia (Spain : Region) \$x Relations \$z Latin America.  
651 #0 \$a Latin America \$x Relations \$z Spain \$z Murcia (Region)

## H 1996 Relations and Military Relations

**3. *Relations within a single country.*** As a general rule, do not use these subdivisions to bring out relations between regions or jurisdictions within the same country, except when it is necessary to designate historical relationships, such as the relations between a country and a locality of the country at the time when it was an independent jurisdiction. *Example:*

*Title: Relations between pre-1965 Tibet and China.*

651 #0 \$a Tibet (China) \$x Relations \$z China.

651 #0 \$a China \$x Relations \$z China \$z Tibet.

**4. *Relations with three or more regions or jurisdictions.*** Use the free-floating subdivisions **-Relations** and **-Military relations** for the general relations or military relations of a region or jurisdiction with three or more regions or jurisdictions.

*Title: Mission to civilize: the French way.*

651 #0 \$a France \$x Relations.

650 #0 \$a Civilization, Modern \$x French influences.

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*SEE* Folk poetry

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*SEE* **Politics and government** as a subdivision

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"Use" references

*SEE* "Used for references"

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Established as name headings: H 405 (9)

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Valleys

*SEE ALSO* River valleys

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