

Library of Congress Subject Headings

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Topics

- Keywords vs. controlled vocabularies
- Characteristics of LCSH
- MARC coding of subject headings
- Subdivisions
- Building subject heading strings
- Genre/form headings
- Subject analysis
- Subject heading tools

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Controlled vocabulary

- Organized arrangement of words and phrases used to index and/or to retrieve content
- Typically includes preferred and variant terms
- Authorized terms distinguish different meanings of identical words
- Subject heading strings add hierarchy & relevance to search

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Subject Browse for “France”

- France
- France---Antiquities
- France---Biography
- France---Description and travel
- France---Economic conditions
- France---Foreign relations
- France---History
- France---Pictorial works
- France---Politics and government

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Library of Congress Subject Headings (LCSH)—a controlled vocabulary

- Defined, related, chosen terms added to bibliographic records as subject headings
- Maintained by the Library of Congress
- Online in OCLC's Connexion or in LC's Cataloger's Desktop



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Definitions

- **Subject headings/terms** = Authorized term
- **Subject subdivisions** = Various elements that are added to initial subject terms
 - Several types of subdivisions
- **Subject heading strings** = Subject term + any subdivision(s) connected within a single field
 - Main subject term will be first element in string
- **Pattern headings** = Examples of subdivisions that can be used with similar subjects

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Characteristics of LCSH terms

There are several types of headings:

- Single words Poor
- Qualified words Iris (Eye)
- Phrases Career plateaus
- Inverted phrases* Medicine, Arab
- Series of nouns Law reports, digests,
etc.
- Some uniform titles Bible
- Personal names Shakespeare,
William, 1564-1616
- Corporate names United States. Army

*Recent trend toward natural word order (rather than inverted) and fewer hyphenated terms

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Capitalization

- **T**opic
- **T**opic—**S**ubdivisions
- **T**opic, **I**nverted extension
- **T**opic (**Q**ualifying term)
- **T**opic with other words in phrase

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Capitalization—Example

- Reading
- Reading—Ability testing
- Reading—Abstracts—Periodicals
- Reading (Adult education)
- Reading comprehension
- Reading—Congresses
- Reading (England)
- Reading, Psychology of
- Reading—Research

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MARC Coding

- 0XX field(s) =
 - Numbers (LCCN, LC class number, etc.)
- 1XX field =
 - Authorized form
- 3XX field(s) =
 - Attributes, complex *See Also* reference
- 4XX field(s) =
 - Unauthorized term, *See reference*

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MARC Coding

- 5XX field(s) =
 - Authorized related term, *See Also reference* (broader terms, narrower terms, related terms)
- 6XX field(s) =
 - Notes (scope note, sources consulted, etc.)
- 7XX field(s) =
 - Linking fields, equivalent form
- Fixed field elements=
 - Coded info about usage, subdividing geographically, source, rules, etc.

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1XX fields in authority records

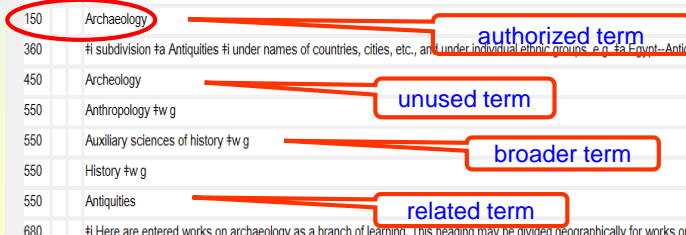
- 100 – Personal name
- 110 – Corporate name
- 111 – Meeting name
- 130 – Uniform title
- 150 – Topical term
- 151 – Geographic name
- 155 – Genre/form term
- 180 – Topical subdivision
- 181 – Geographic subdivision
- 182 -- Chronological subdivision
- 185 – Form subdivision

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Authority record--Archaeology

| | | | | | |
|----------|---|-------------|----------|-----------|------------------|
| Rec stat | c | Entered | 19860211 | Replaced | 19960910150745.3 |
| Type | z | Upd status | a | Enc lvl | Source |
| Roman | ■ | Ref status | b | Mod rec | Name use |
| Govt agn | ■ | Auth status | a | Subj | Subj use |
| Series | n | Auth/ref | a | Geo subd | Ser use |
| Ser num | n | Name | n | Subdiv tp | Rules |

| | |
|-----|--|
| 010 | sh 85006507 |
| 040 | DLC #b eng #c DLC #d DLC |
| 053 | CC #c General |
| 150 | Archaeology |
| 360 | #i subdivision #a Antiquities #i under names of countries, cities, etc., and #i under individual ethnic groups, e.g. #a Egypt--Antiquities; Mayas--Antiquities |
| 450 | Archeology |
| 550 | Anthropology #w g |
| 550 | Auxiliary sciences of history #w g |
| 550 | History #w g |
| 550 | Antiquities |
| 680 | #i Here are entered works on archaeology as a branch of learning. This heading may be divided geographically for works on this branch of learning in a specific place. Works on the antiquities of particular regions, countries, cities, etc. are entered under the name of the place subdivided by #a Antiquities. |



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Adult-level subject heading

| | | | | | |
|----------|---------|-------------|----------|-----------|------------------|
| ARN | 2036759 | | | | |
| Rec stat | c | Entered | 20050127 | Replaced | 20050310140117.0 |
| Type | z | Upd status | a | Enc lvl | Source |
| Roman | ■ | Ref status | a | Mod rec | Name use |
| Govt agn | ■ | Auth status | a | Subj | Subj use |
| Series | n | Auth/ref | a | Geo subd | Ser use |
| Ser num | n | Name | n | Subdiv tp | Rules |

| | |
|-----|--------------------------|
| 010 | sh 85137201 |
| 040 | DLC #b eng #c DLC #d DLC |
| 150 | Treasure troves |
| 450 | Buried treasure |
| 450 | Sunken treasure |
| 450 | Treasure-trove #w nne |
| 550 | Lost articles |

May be used in records for adult-level or juvenile-level material
In records for adult-level: 650 _0 Treasure troves.
In records for juvenile-level: 650_0 Treasure troves \$v [Juvenile subdivision]

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Children's subject heading

| ARN | | 4906999 | | | |
|----------|---|-----------------|----------|-----------|------------------|
| Rec stat | c | Entered | 20050623 | Replaced | 20051005134038.0 |
| Type | z | Upd status | a | Enc lvl | |
| Roman | ■ | Ref status | a | Mod rec | |
| Govt agn | ■ | Auth status | a | Subj | b |
| Series | n | Auth/ref | a | Geo subd | ■ |
| Ser num | n | Name | n | Subdiv tp | n |
| | | | | | |
| 010 | | sj | 96004938 | | |
| 040 | | DLC #b | eng #c | DLC #d | DLC |
| 150 | | Buried treasure | | | |
| 450 | | Sunken treasure | | | |
| 450 | | Treasure troves | | | |

Use only in records for juvenile-level material

Do not use in records for adult-level material.

In bib record for juvenile material: 650 _1 Buried treasure \$v Fiction.

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Subject heading string

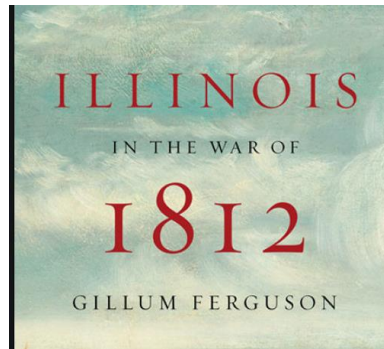
- Main subject term in \$a followed by subdivisions in \$x, \$y, \$z, and/or \$v
- Purpose is to narrow the focus of a subject to:
 - A particular aspect (i.e., History, Politics and government, etc.) *and/or*
 - A form (i.e., Fiction, Juvenile literature, etc.)

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Subject heading string--example

Work being cataloged:



651 _0 \$a Illinois \$x History \$y War of 1812.

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Types of subdivisions

- ▶ Topical --Growth [MARC \$x]
- ▶ Form --Fiction [MARC \$v]
- ▶ Chronological --To 1950 [MARC \$y]
- ▶ Geographic --France [MARC \$z]

CLUE: You can sometimes find a scope note about the use of a term as a subdivision under entry for its use as a subject heading

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Antiquities as a subject

ARN 2021888

| | | | | | |
|----------|---|-------------|----------|-----------|------------------|
| Rec stat | c | Entered | 20030609 | Replaced | 20030731084503.0 |
| Type | z | Upd status | a | Enc lvl | n |
| Roman | █ | Ref status | a | Mod rec | █ |
| Govt agn | █ | Auth status | a | Subj | a |
| Series | n | Authref | a | Geo subd | █ |
| Ser num | n | Name | n | Subdiv tp | n |
| Source | █ | Name use | b | Subj use | a |
| Subj use | a | Ser use | b | Rules | n |

| | |
|-----|---|
| 010 | sh 85005757 |
| 040 | DLC #b eng #c DLC #d DLC |
| 150 | Antiquities |
| 360 | #i subdivision #a Antiquities #i under names of countries, cities, etc., ethnic groups existing in modern times, e.g. #a Aboriginal Australians--Antiquities, #i and individual wars, e.g. #a United States--History--Civil War, 1861-1865--Antiquities |
| 450 | Archaeological specimens |
| 450 | Artefacts (Antiquities) |
| 450 | Artifacts (Antiquities) |
| 450 | Specimens, Archaeological |
| 550 | Material culture #w g |
| 550 | Archaeology |

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Antiquities as a subdivision

ARN 5026991

| | | | | | |
|----------|---|-------------|----------|-----------|------------------|
| Rec stat | c | Entered | 19990315 | Replaced | 20060509072911.0 |
| Type | z | Upd status | a | Enc lvl | n |
| Roman | █ | Ref status | n | Mod rec | █ |
| Govt agn | █ | Auth status | n | Subj | a |
| Series | n | Authref | d | Geo subd | █ |
| Ser num | n | Name | n | Subdiv tp | a |
| Source | █ | Name use | b | Subj use | b |
| Subj use | b | Ser use | b | Rules | n |

| | |
|-----|--|
| 010 | sh 99002344 |
| 040 | IEN #b eng #c DLC #d DLC |
| 073 | H 1103 #a H 1140 #a H 1188 #a H 1200 #z lcs# |
| 180 | #x Antiquities authorized subdivision term & subfield |
| 680 | #i Use as a topical subdivision under names of countries, cities, etc., other than extinct cities, ethnic groups extant in modern time, uniform titles of sacred works, and individual wars. |
| 681 | #i Reference under the headings #a Antiquities #i and #a Classical antiquities; #i and under the general see references #a Archaeological sites; Sites, Archaeological |

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Use of Subdivisions

- **Established** specifically for use under a particular heading
 - 650 _0 Cinematography \$x Special effects.
 - 651 _0 France \$x History \$y 1945-1958.
- **Free-floating** may be used under certain types of headings without being established specifically
 - Pay attention to scope notes!
 - 650 _0 Biochemistry \$v Congresses.
 - 651 _0 New York (N.Y.) \$x Buildings, structures, etc.
 - 650 _0 Short stories, American \$x History and criticism
- **Pattern headings** may be applied as appropriate

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Established Subdivisions

- Specifically for use under a particular heading
 - Authority record is created for the string
650 _0 \$a Cinematography \$x Special effects.

| ARN | | 2005736 | | | | | |
|----------|---|-----------------------------------|----------|-----------|------------------|----------|---|
| Rec stat | c | Entered | 19860211 | Replaced | 19911022080414.3 | | |
| Type | z | Upd status | a | Enc lvl | n | Source | |
| Roman | I | Ref status | a | Mod rec | | Name use | b |
| Govt agn | I | Auth status | a | Subj | a | Subj use | a |
| Series | n | Auth/ref | a | Geo subd | I | Ser use | b |
| Ser num | n | Name | n | Subdiv tp | n | Rules | n |
| 010 | | sh 85026023 | | | | | |
| 040 | | DLC +c DLC +d DLC | | | | | |
| 053 | | TR858 | | | | | |
| 150 | | Cinematography †x Special effects | | | | | |

Special effects is not a valid subdivision on its own.

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Free-floating Subdivisions

- May be used under certain types of headings without being established specifically
- Authority record is created for the subdivision
 - Pay attention to the scope note! Don't assume a subdivision may be used with any subject

| ARN | | 5032264 | | | | | |
|----------|---|-------------|----------|-----------|------------------|----------|---|
| Rec stat | c | Entered | 19990629 | Replaced | 20060509110604.0 | | |
| Type | z | Upd status | a | Enc lvl | n | Source | |
| Roman | █ | Ref status | a | Mod rec | | Name use | b |
| Govt agn | █ | Auth status | n | Subj | a | Subj use | b |
| Series | n | Auth/ref | d | Geo subd | █ | Ser use | b |
| Ser num | n | Name | n | Subdiv tp | a | Rules | n |

| | | |
|-----|---|--|
| 010 | █ | sh 99004820 |
| 040 | █ | IEN †b eng †c DLC †d DLC |
| 073 | █ | H 1140 †z losh |
| 180 | █ | †x Buildings, structures, etc. |
| 480 | █ | †x Structures, etc. |
| 580 | █ | †w s †x Buildings |
| 680 | █ | †i Use as a topical subdivision under names of cities and city sections. |

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Pattern Headings

- Pattern headings give you possible subdivisions for a particular kind of subject
- Eliminates the need for long lists of subdivisions under every heading

Ex. If you want to see possible subdivisions for plants, look under the pattern heading for plants and crops. It serves as the primary listing of possible subdivisions for any plant.

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Some pattern headings in LCSH

Pattern headings

Animals (general)
Animals (domestic)
Diseases

Organ, body regions
Plants & crops
Indiv. lit. authors
Land vehicles
Indiv. educ. institutions

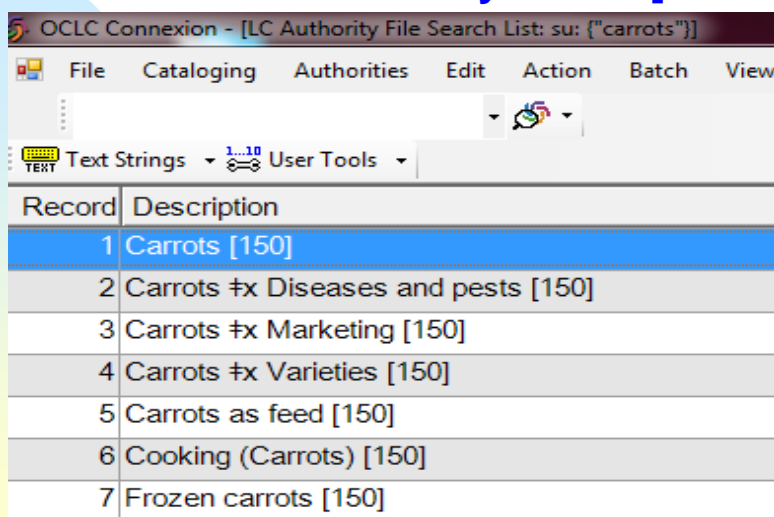
Examples

Fishes
Cattle
Cancer
Tuberculosis
Heart; Foot
Corn
Shakespeare
Automobiles
Harvard
University

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Compare Carrots [in Connexion authority search] ...



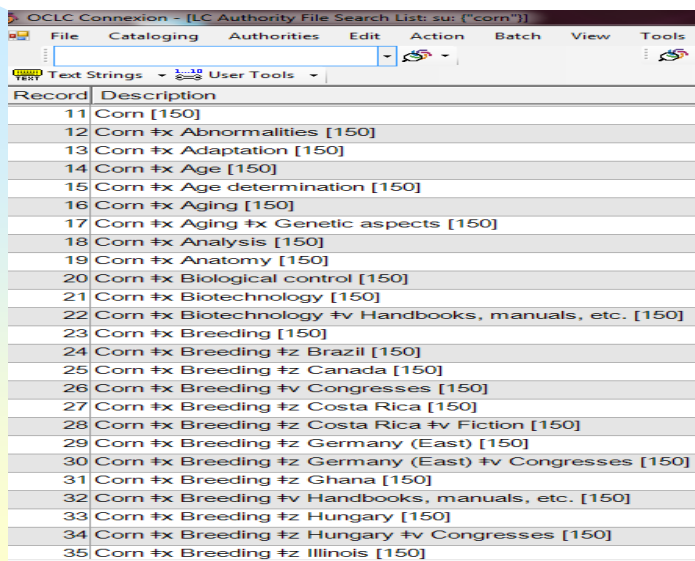
The screenshot shows the OCLC Connexion interface with a search for 'carrots'. The window title is 'OCLC Connexion - [LC Authority File Search List: su: ["carrots"]]' and the menu bar includes File, Cataloging, Authorities, Edit, Action, Batch, and View. Below the menu bar, there are tabs for 'Text Strings' and 'User Tools'. The main area displays a table with 7 records:

| Record | Description |
|--------|-------------------------------------|
| 1 | Carrots [150] |
| 2 | Carrots †x Diseases and pests [150] |
| 3 | Carrots †x Marketing [150] |
| 4 | Carrots †x Varieties [150] |
| 5 | Carrots as feed [150] |
| 6 | Cooking (Carrots) [150] |
| 7 | Frozen carrots [150] |

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To Corn (pattern heading for plants & crops)



OCLC Connexion - [LC Authority File Search List: su: ("corn")]

| Record | Description |
|--------|---|
| 11 | Corn [150] |
| 12 | Corn #x Abnormalities [150] |
| 13 | Corn #x Adaptation [150] |
| 14 | Corn #x Age [150] |
| 15 | Corn #x Age determination [150] |
| 16 | Corn #x Aging [150] |
| 17 | Corn #x Aging #x Genetic aspects [150] |
| 18 | Corn #x Analysis [150] |
| 19 | Corn #x Anatomy [150] |
| 20 | Corn #x Biological control [150] |
| 21 | Corn #x Biotechnology [150] |
| 22 | Corn #x Biotechnology #v Handbooks, manuals, etc. [150] |
| 23 | Corn #x Breeding [150] |
| 24 | Corn #x Breeding #z Brazil [150] |
| 25 | Corn #x Breeding #z Canada [150] |
| 26 | Corn #x Breeding #v Congresses [150] |
| 27 | Corn #x Breeding #z Costa Rica [150] |
| 28 | Corn #x Breeding #z Costa Rica #v Fiction [150] |
| 29 | Corn #x Breeding #z Germany (East) [150] |
| 30 | Corn #x Breeding #z Germany (East) #v Congresses [150] |
| 31 | Corn #x Breeding #z Ghana [150] |
| 32 | Corn #x Breeding #v Handbooks, manuals, etc. [150] |
| 33 | Corn #x Breeding #z Hungary [150] |
| 34 | Corn #x Breeding #z Hungary #v Congresses [150] |
| 35 | Corn #x Breeding #z Illinois [150] |

Etc.

These subdivisions may also be used under Carrots

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To see a table of pattern headings in OCLC Connexion:

On the Connexion menu bar, click *Help>Client Help*

Click the *Search* tab

Enter *Pattern headings* in the search box—hit Enter or click *List Topics* button

Select *Search the LC authority file interactively* in the list of topics—hit Enter or click *Display* button

Click on *Pattern headings for LC Subjects* in the contents list

To save the table for quick future reference:

With the Pattern headings for LC subjects topic displayed, click the *Favorites* tab, then click the *Add* button

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Form subdivision

ARN 4945051

| | | | | | |
|--------------------------|---|-----------------------------|----------|---------------------------|------------------|
| Rec stat | c | Entered | 19990302 | Replaced | 20080620074258.0 |
| Type | z | Upd status | a | Enc lvl | n |
| Roman | ■ | Ref status | a | Mod rec | |
| Govt agn | ■ | Auth status | n | Subj | a |
| Series | n | Auth/ref | d | Geo subd | ■ |
| Ser num | n | Name | n | Subdiv tp | b |
| Source | | Name use | b | Subj use | b |
| Ser use | b | Rules | n | | |

| | | |
|-----|--|--|
| 010 | | sh 99001714 |
| 040 | | IEN #b eng #c DLC #d DLC |
| 073 | | H 1095 #a H 1200 #z lcsh |
| 185 | | #v Personal narratives |
| 485 | | #v Narratives, Personal |
| 680 | | #i Use as a form subdivision under names of events and wars. |
| 681 | | #i References under the general see references #a Eyewitness accounts; Personal narratives |
| 681 | | #i Note under #a War diaries |

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Building subject heading strings

- Find appropriate subject heading
- Look for established subdivisions
- Look for other applicable subdivisions
- Add appropriate form subdivision, if applicable
- Check pattern headings for more possibilities

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Preferred order of terms in subject heading strings

- ▶ General subject heading—Topical subdivision—*Geographic subdivision—Chronological subdivision—Form subdivision

```
650 _0 $a $x $z $y $v
650 _0 $a Spanish language $x Dialects $z
Spain $x History $y 19th century $v Dictionaries.
```

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*Geographic subdivisions—order depends on the term it follows

- ▶ Place follows the last element that allows geographic subdivision
 - ▶ Check the code in the Geo Subd fixed field element!
 - ▶ Code i—Term may be subdivided geographically
 - ▶ Blank or fill character—Term may not be subdivided geographically

```
Topic—Place—Topic—last topical element does not allow
geographic subdivision
```

```
Topic—Topic—Place—last topical element allows geographic
subdivision
```

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Example—National parks and reserves in Springfield, Illinois

| ARN 2059429 | | Entered | 19860211 | Replaced | 19981009110808.7 |
|-------------|---|-------------|-----------------------------|-----------|------------------|
| Rec stat | c | | | | |
| Type | z | Upd status | a | Enc lvl | n |
| Roman | I | Ref status | b | Mod rec | |
| Govt agn | I | Auth status | a | Subj | a |
| Series | n | Auth/ref | a | Geo subd | i |
| Ser num | n | Name | n | Subdiv tp | n |
| | | | | | Source |
| | | | | | Name use |
| | | | | | Subj use |
| | | | | | Ser use |
| | | | | | Rules |
| 010 | | sh | 85090045 | | |
| 040 | | DLC | ‡c DLC ‡d DLC | | |
| 053 | | SB481 | ‡b SB484 | | |
| 150 | | | National parks and reserves | | |

May be subdivided geographically

650_0 \$a National parks and reserves \$z Illinois \$z Springfield.

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Example—A work about the history of national parks and reserves in Springfield

| ARN 5037142 | | Entered | 19990707 | Replaced | 20060509151527.0 |
|-------------|---|-------------|---|-----------|------------------|
| Rec stat | c | | | | |
| Type | z | Upd status | a | Enc lvl | n |
| Roman | I | Ref status | a | Mod rec | |
| Govt agn | I | Auth status | n | Subj | a |
| Series | n | Auth/ref | d | Geo subd | I |
| Ser num | n | Name | n | Subdiv tp | a |
| | | | | | Source |
| | | | | | Name use |
| | | | | | Subj use |
| | | | | | Ser use |
| | | | | | Rules |
| 010 | | sh | 99005024 | | |
| 040 | | IEN | ‡b eng ‡c DLC ‡d DLC | | |
| 073 | | H 1095 | ‡a H 1100 ‡a H 1103 ‡a H 1105 ‡a H 1140 ‡a H 1149.5 ‡a I | | |
| 180 | | | ‡x History | | |
| 480 | | ‡w nne | ‡x Frontier troubles | | |
| 680 | | ‡i | Use as a topical subdivision under names of countries, cities, etc. and individual corporate bodies, uniform titles of sacred works, and under classes of persons, ethnic groups, and topical headings. | | |
| 681 | | ‡i | Reference under the heading ‡a History | | |

This subdivision may not be subdivided geographically

So:

650_0 \$a National parks and reserves \$z Illinois \$z Springfield \$x History.

Not:

650_0 \$a National parks and reserves \$x History \$z Illinois \$z Springfield.

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Example—A work about fees in national parks and reserves in Springfield

| ARN | | 2059471 | | | | | |
|--------------------------|---|-----------------------------|----------|---------------------------|------------------|--------------------------|---|
| Rec stat | c | Entered | 19860211 | Replaced | 19961030143222.6 | | |
| Type | z | Upd status | a | Enc lvl | n | Source | |
| Roman | l | Ref status | b | Mod rec | | Name use | b |
| Govt agn | l | Auth status | a | Subj | a | Subj use | a |
| Series | n | Auth/ref | a | Geo subd | i | Ser use | b |
| Ser num | n | Name | n | Subdiv tp | n | Rules | n |

This string may be subdivided geographically

| | | |
|-----|--|-------------------------------------|
| 010 | | sh 85090046 |
| 040 | | DLC ‡c DLC ‡d DLC |
| 150 | | National parks and reserves ‡x Fees |
| 550 | | ‡w g ‡a User charges |

So:

650 _0 \$a National parks and reserves \$x Fees \$z Illinois \$z Springfield.

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Constructing Geographic Subdivisions

When the topic applies to a country, continent, or region as a whole:

650 _0 \$a Birds \$z United States.

650 _0 \$a Birds \$z Germany.

650 _0 \$a Birds \$z South America.

Check for MARC tag 781 in the authority record for the place to see how to enter the place as a subdivision.

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Constructing Geographic Subdivisions

When the topic applies to a state, province, or territory of the United States, Canada, or Australia:

Add a geographic subdivision for the state, province, or territory. Do not include the larger jurisdiction:

650 _0 \$a Birds \$z Missouri.

Not: 650 _0 \$a Birds \$z United States \$z Missouri.

650 _0 \$a Birds \$z Yukon.

Not: 650 _0 \$a Birds \$z Canada \$z Yukon.

Check for MARC tag 781 in the authority record for the place to see how to enter the place as a subdivision.

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Constructing Geographic Subdivisions

When the topic applies to a state, province, or territory of other countries:

Add the state, province or territory indirectly under the larger jurisdiction:

650 _0 \$a Birds \$z Germany \$z Bavaria.

650 _0 \$a Birds \$z Mexico \$z Sonora (State)

Check for MARC tag 781 in the authority record for the place to see how to enter the place as a subdivision.

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Constructing Geographic Subdivisions

When the topic applies to a city, town, etc. in the United States, Canada, or Australia:

Add indirectly under the larger jurisdiction (state, province, or territory):

650 _0 \$a Birds \$z Missouri \$z Saint Louis.
Not: 650 _0 \$a Birds \$z Saint Louis.

Exception: Washington DC (add directly)
650 _0 \$a Birds \$z Washington (D.C.)

Check for MARC tag 781 in the authority record for the place to see how to enter the place as a subdivision. 46

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Constructing Geographic Subdivisions

When the topic applies to a city, town, etc. in other countries:

Add indirectly under larger jurisdiction (country). Do not include the state, territory, or province:

650 _0 Birds \$z Germany \$z Berlin.

Exception: Jerusalem (add directly)
650 _0 Birds \$z Jerusalem.

Check for MARC tag 781 in the authority record for the place to see how to enter the place as a subdivision. 47

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Examples of MARC tag 781

Authority record for Berlin. Germany

| | | |
|-----|---|--|
| 151 | | Berlin (Germany) |
| 368 | | ‡b Cities and towns ‡b Capitals (Cities) ‡2 lcsh |
| 368 | | ‡b States (political divisions) ‡2 aat |
| 370 | | ‡c Germany ‡2 naf |
| 377 | | ger |
| 781 | 0 | ‡z Germany ‡z Berlin |

Authority record for Jerusalem

| | | |
|-----|---|---|
| 151 | | Jerusalem |
| 368 | | ‡b Cities and towns ‡b Capitals (Cities) ‡2 naf |
| 370 | | ‡c Israel ‡c Palestine ‡2 naf |
| 781 | 0 | ‡z Jerusalem |

MARC tag 151 shows the place as a subject

MARC tag 781 shows the place as a subdivision

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Chronological Subdivisions

- Narrow a subject to a timeframe
 - May be a general subdivision or an established string
 - Established strings are based on significant periods pertaining to a subject or place
 - Add only as established in a subdivision or subject authority record

Example: A work about the 2008 U.S. presidential election

651 _0 \$a United States \$x Politics and government \$y 2001-2009.

Not: 651 _0 \$a United States \$x Politics and government \$y 2008.

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Examples—General Chronological Subdivision

| | | |
|-----|--|--|
| 010 | | sh2002012453 |
| 040 | | DLC †b eng †c DLC †d DLC |
| 073 | | H 1148 †z lcsh |
| 182 | | †y 10th century |
| 680 | | †i Use as a chronological subdivision under headings for art and art forms of all nations, regions, and ethnic groups, except those headings for art and art forms of China, Japan, and Korea. |

| | | |
|-----|--|---|
| 010 | | sh2002012478 |
| 040 | | DLC †b eng †c DLC †d DLC |
| 073 | | H 1160 †z lcsh |
| 182 | | †y 21st century |
| 680 | | †i Use as a chronological subdivision under headings for art and art forms of all nations, regions, and ethnic groups. Also use under individual languages and groups of languages, groups of literary authors, individual literatures, including drama, and forms and types of musical compositions. |

Pay attention to the scope notes!

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Example--Chronological Subdivisions for a Subject

| | |
|---|----|
| Rock music | 1 |
| [150] | |
| [550] | 31 |
| †y 1961-1970 [150] | 1 |
| †y 1961-1970 †x History and criticism [150] | 1 |
| †y 1971-1980 [150] | 1 |
| †y 1971-1980 †x History and criticism [150] | 1 |
| †y 1981-1990 [150] | 1 |
| †y 1991-2000 [150] | 1 |
| †y 2001-2010 [150] | 1 |
| †y 2011-2020 [150] | 1 |

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Example--Chronological Subdivisions for a Place

| | |
|--|---|
| New Zealand [151] | 1 |
| ‡x History ‡y 1840-1853 [151] | 1 |
| ‡x History ‡y 1840-1876 [151] | 1 |
| ‡x History ‡y 1840-1876 ‡v Juvenile literature [151] | 1 |
| ‡x History ‡y 1840-1876 ‡v Pictorial works [151] | 1 |
| ‡x History ‡y 1853-1876 [151] | 1 |
| ‡x History ‡y 1853-1876 [551] | 1 |
| ‡x History ‡y 1876-1918 [151] | 1 |
| ‡x History ‡y 1918-1945 [151] | 1 |
| ‡x History ‡y 1945-1984 [151] | 1 |
| ‡x History ‡y 1984- [151] | 1 |
| ‡x History ‡y 19th century [151] | 1 |
| ‡x History ‡y 20th century [151] | 1 |
| ‡x History ‡y New Zealand Wars, 1843-1847 [151] | 1 |
| ‡x History ‡y New Zealand Wars, 1843-1847 [551] | 1 |
| ‡x History ‡y New Zealand Wars, 1860-1872 [151] | 1 |

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Miscellaneous

- ▶ If about history or government, **whose history or government** is most important starting point

651 _0 Connecticut \$x Politics and government.

- ▶ Reciprocal headings are sometimes required, e.g., 2-way language dictionary; 2-way foreign relations text

651 _0 China \$x Foreign relations \$z Brazil.
651 _0 Brazil \$x Foreign relations \$z China.

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Library of Congress Genre/Form Terms for Library and Archival Materials (LCGFT)—another controlled vocabulary

- Not LCSH
- Genre and form headings
- Use to tell what a resource **is** rather than what it is **about**
 - Indicates a category of material (i.e., Mysteries, Spy films) or form (i.e., Audiobooks, Cookbooks)
 - Code in MARC tag 655, 2nd indicator 7
 - Ex. 655_7 Domestic fiction. \$2 lcgft
 - Do not add subdivisions

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Genre heading record

OCLC Connexion - [Online LC Authority File: Western fiction]

File status: c Entered: 20141201 Backdated: 20151221162411.5

| Field | Value | Entered | Backdated | Source |
|----------|-------|----------|------------------|----------|
| Type | z | 20141201 | 20151221162411.5 | Source |
| Roman | 1 | 20141201 | 20151221162411.5 | Name use |
| Genre | 1 | 20141201 | 20151221162411.5 | Subj use |
| Series | n | 20141201 | 20151221162411.5 | Ser use |
| See also | n | 20141201 | 20151221162411.5 | Rules |

010 | | g2014026594

040 | | ICHALCS Hb eng Hc DLC Hf lgft Hk DLC

155 | | Western fiction

455 | | Westerns (Fiction)

555 | | Fiction Hw g

670 | | Saricks, J.G. Readers' advisory to genre fiction, 2009: Hb p. 314 (westerns are novels set in the western United States primarily from the end of the Civil War to the beginning of the twentieth century; they feature the adventures of cowboys, scouts, Indians, settlers, and lawmen, as they explore the clash between civilization and anarchy in mythic stories of men and the land)

670 | | Britannica online academic edition, Nov. 5, 2012 Hb (western: a genre of novels and short stories, motion pictures, and television and radio shows that are set in the American West, usually in the period from the 1850s to the end of the 19th century; in literature the western story had its beginnings in the first adventure narratives that accompanied the opening of the West to white settlement shortly before the Civil War; accounts of the Western plainsmen, scouts, buffalo hunters, and trappers were highly popular in the East; novel (types of novel/western): the peculiar and perennial appeal of the western lies in its ethical simplicity, the frequent violence, the desperate attempt to maintain minimal civilized order, as well as the stark, near-epic figures from true western history, such as Billy the Kid, Calamity Jane, Wyatt Earp, Annie Oakley, and Jesse James)

670 | | GSAFD, 2009 Hb (Western stories. UF Westerns. Use for post-19th century works set in the 19th century American West)

680 | | H Fiction that features the American West during the period of westward expansion.

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What do subject headings look like in bib records?



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MARC bibliographic fields* for subject headings

- Personal names 600
- Corporate names 610
- Conference names 611
- Topical terms 650
- Geographic terms 651
- Genre terms 655
- Local subject headings 690

**All represented in ARs as 1XX fields, e.g., 100, 150, 151*

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Bibliographic record

| | | | |
|-----|---|---|---|
| 245 | 0 | 3 | An Upper Great Lakes archaeological odyssey : #b essays in honor of Charles E. Cleland / #c edited by William A. Lovis ; with a dedication by Jim Harrison. |
| 260 | | | [Bloomfield Hills, Mich.] : #b Cranbrook Institute of Science, #c ©2004. |
| 300 | | | xv, 247 pages : #b illustrations, maps ; #c 23 cm |
| 336 | | | text #b txt #2 rdacontent |
| 337 | | | unmediated #b n #2 rdamedia |
| 338 | | | volume #b nc #2 rdacarrier |
| 504 | | | Includes bibliographical references (pages 215-233) and index. |
| 600 | 1 | 0 | Cleland, Charles E. , #d 1936- |
| 650 | 0 | | Excavations (Archaeology) #z Lake States . |
| 650 | 0 | | Excavations (Archaeology) #z Great Lakes Region (North America) |
| 651 | 0 | | Great Lakes Region (North America) #x Antiquities . |
| 651 | 0 | | Lake States #x Antiquities . |
| 651 | 0 | | Lake States #x History . |
| 651 | 0 | | Great Lakes Region (North America) #x History . |
| 650 | 0 | | Indians of North America #z Lake States #x Antiquities . |
| 650 | 0 | | Indians of North America #z Great Lakes Region (North America) #x Antiquities . |
| 655 | 7 | | Essays , #2 lcgft |

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So... what do catalogers do to add subject terms to bibliographic records?



We try to figure out what the resource is about—

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Subject Analysis

- Examine the item
 - Title
 - Abstract
 - Introduction
 - Preface
 - Table of contents
 - Index
 - Bibliography
 - Jacket, cover, label, box blurbs, etc.
 - Accompanying materials, inserts, boxes, etc.
- Identify main subject(s)
- Identify author's point of view

▶ 60

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Subject Analysis--(cont.)

- Think of a tentative wording or phrasing and search LCSH
- Also check the LCGFT for appropriate genre/form terms
- Use the most specific term that accurately represents the content
- The number of subject headings varies
 - One may be sufficient
 - Usually a maximum of six
(LC practice: Never assign more than ten)

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Two or three related headings

When a work discusses 2 or 3 topics that are related and a heading exists that includes no other topics within its scope, assign the one heading instead of 2 or 3 narrower terms.

Ex.

Title: *By Land, Sea, and Air: the Story of Transportation.*

Transportation—History

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Rule of Three

If a general topic includes in its scope more than three subtopics, but the work being cataloged discusses only two or three of these subtopics, assign the appropriate two or three headings rather than the broader heading.

Title: *South Carolina Fruit Tree Survey, 2012: Peaches & Apples.*

Peach – South Carolina – Statistics.

Apples – South Carolina – Statistics.

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Rule of Four

- If a heading covers a very broad range and each subtopic forms only a small portion of that whole range, assign the four subtopics instead.

Ex. A book discussing the works of four American authors could have a heading for each author since **American literature – History and criticism** covers the works of all American authors.

Note: Never exceed four subtopics, use the broader term

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Two or three related headings

Ex.

Title: *In Praise of Single Parents: Mothers and Fathers Embracing the Challenge*

Single parents – United States.

NOT

Single mothers – United States.

Single fathers – United States.

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Subject Heading Tools

- ▶ LCSH
- ▶ Free-Floating Subdivisions
- ▶ LC Period Subdivisions under Names of Places
- ▶ Subject Heading Manual
- ▶ OCLC's Connexion database authority file [really LC's authority file, loaded in OCLC]
- ▶ OCLC's Connexion database heading verification (control heading)
- ▶ LCSH pattern heading list in Connexion
- ▶ LC authority file
- ▶ Local system's heading verification
- ▶ Library of Congress Subject Headings: Principles and Application / Lois Mai Chan.

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Links

- Free-floating subdivisions
 - <http://www.loc.gov/aba/publications/FreeSHM/H1095.pdf>
- Subject Heading Manual
 - <http://www.loc.gov/aba/publications/FreeSHM/freeshtm.html>

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