

Subject Subdivisions

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Topics

- Definition
- Types of subdivisions
- Searching the authority file
- Subdivision authority records
- Chronological and geographic subdivisions
- Use of subdivisions
- Building subject heading strings
- Authority validation—OCLC and Polaris
- LC Subject Heading Manual
- Resources and links

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What are subdivisions?

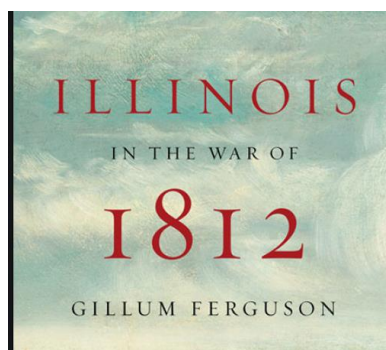
Subject heading elements that are used to narrow the focus of a subject term.

In a bibliographic record, subdivisions are entered in separate subfields after the main subject term in subfield a to create a subject heading string in a 6XX field.

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Narrowing the focus--example

Work being cataloged:



651 _0 #a Illinois #x History #y War of 1812.

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Types of subdivisions—cont.

- ▶ **Topical** [MARC #x]
 - ▶ Represents actions, attributes, or aspects of a topic
 - ▶ 650 _0 #a Automobiles #x Corrosion.
- ▶ **Chronological** [MARC #y]
 - ▶ Indicates time period covered in the contents of the work
 - ▶ 650 _0 #a Blues (Music) #y To 1931.

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Types of subdivisions

- ▶ **Geographic** [MARC #z]
 - ▶ Limits a topic to a geographic area
 - ▶ 650 _0 #a Track and field athletes #z Kenya.
- ▶ **Form** [MARC #v]
 - ▶ Indicates what the item is, rather than what it is about
 - ▶ 600 00 #a Black Panther #c (Fictitious character) #v Juvenile fiction.

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Searching for subdivision authority records

- ▶ For searching the authority file in Connexion, use index label “su:” for a general subject search, and index label “sb:” to search specifically for subdivision records
- ▶ There may be multiple authority records for a term that reflect the term used as a subject or as a subdivision
- ▶ The authority record for a term used as a subject term may include a reference for its use as a subdivision

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Authority file search for Biography

- A search using the general index label su: brings up authority records for the term used as a subject or as a subdivision

This example is of a browse search

Command Line Search
scan su:biography
Results
Biography [150]
‡x Biography [180]
‡v Biography [185]

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Authority file search for Biography—cont.

- A search using the more specific index label sb: brings up only authority records for the term used as a subdivision

This example is of a browse search



Command Line Search

scan sb:biography

Results

ix Biography
[180]

iv Biography
[185]
[585]

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Subdivision authority records

- ▶ The authorized form of a subdivision is recorded in a 18X field
- ▶ The appropriate subfield will display at the beginning of the 18X field
 - ▶ This is the subfield to use in a subject heading string in a bib record
- ▶ Fixed field element Geo subd will tell whether a subdivision may be further subdivided geographically
- ▶ Pay attention to scope notes in MARC tag 680!
They provide instructions for using the subdivision

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Biography as a topical heading

Rec stat	c	Entered	19860211	Replaced	20130827122341.4
Type	z	Upd status	a	Enc lvl	n
Roman	█	Ref status	a	Mod rec	█
Govt agn	█	Auth status	a	Subj	a
Series	n	Auth/ref	a	Geo subd	█
Ser num	n	Name	n	Subdiv tp	n

Code indicates whether the subject may be further subdivided geographically
i = yes; blank or fill character = no

010	sh 85014152
040	DLC #c DLC #d DLC
053	0 CT
150	Biography <i>Established term for the use of the topic as a subject</i>
360	#i subdivisions #a Biography #i under names of countries, cities, etc., names of corporate bodies, uniform titles of sacred works, and under classes of persons, ethnic groups, types of animals, and historic events
450	Biographies
450	History #v Biography <i>MARC tag 360: Complex See-Also Reference on the use of the topic as a subdivision.</i>
450	Life histories
450	Memoirs
550	#w g #a Auxiliary sciences of history
550	#w g #a History
550	Genealogy

In a bib record:
Title: The biography project for schools

650 0 #aBiography.

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Biography as a topical subdivision

ARN	5155852				
Rec stat	c	Entered	19990630	Replaced	20130827123235.7
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	a

010	sh 99004833
040	DLC #b eng #c DLC #d DLC
073	H 1095 #a H 1100 #a H 1103 #a H 1105 #a H 1140 #a H 1147 #a H 1151 #a H 1159
180	#x Biography
480	#x Autobiography
680	#i Use as a topical subdivision ... for works about collective or individual biography
681	#i Reference under the heading #a Biography

In a bib record:
Title: American men of science : a bibliography of biographical sources

650 0 #aScientists#zUnited States#xBiography.

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Biography as a form subdivision

ARN 4933801		Entered	19990223	Replaced	20130827122502.2
Rec stat	c				
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	99001237		
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 1147 █a H 1151 █a H 1159 :		
185	█	█v	Biography		
485	█	█v	Autobiography		
485	█	█w nne	█v Correspondence, reminiscences, etc.		
485	█	█w nne	█v Legends and stories		
680	█	█i	Use as a form subdivision ... for works of collective or individual biography		
681	█	█i	Reference under the heading █a Biography		

In a bib record:

Title: Super women : six scientists who changed the world

650 0 #aWomen scientists#vBiography.

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Chronological and Geographic Subdivisions

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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 2020 U.S. presidential election
 651 _0 †a United States †x Politics and government †y 2017-2021.

Not: 651 _0 †a United States †x Politics and government †y 2020.

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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— Established chronological subdivisions for a subject

Rock music [150]	1
[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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Geographic subdivisions

- Narrow the focus of a subject to a place
 - Place where the subject is from *or*
 - Place where the subject is located
- No separate subdivision authority record for geographic places
- MARC tag 781 in a geographic subject heading record shows how to use the place as a subdivision

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Authority record—Decatur, Illinois

ARN		419802					
Rec stat	c	Entered	19800424	Replaced	20170819073923.0		
Type	z	Upd status	a	Enc lvl	n	Source	
Roman	1	Ref status	n	Mod rec		Name use	a
Govt agn	1	Auth status	a	Subj	a	Subj use	a
Series	n	Auth/ref	a	Geo subd	n	Ser use	b
Ser num	n	Name	n	Subdiv tp	n	Rules	z
010		n	80037704				
040		DLC †b eng †c DLC †d DLC †d NIC †d OCoLC †e rda †d DNLM					
034		†d W0885717 †e W0885717 †f N0395025 †g N0395025 †2 geonames					
043		n-us-il					
151		Decatur (Ill.)	<i>Place if used as a subject heading</i>				
670		GeoNames, algorithmically matched, 2009 †b (ppl; 39°50'25"N 088°57'17"W)					
781	0	†z Illinois †z Decatur	<i>Place if used as a subdivision</i>				

In a bib record:

Title: Dark harvest : the compleat haunted Decatur

650 0 †aHaunted places †zIllinois †zDecatur.

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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		Entered	19860211	Replaced	19911022080414.3
Rec stat	c	Upd status	a	Enc lvl	n
Type	z	Ref status	a	Mod rec	
Roman	1	Auth status	a	Subj	a
Govt agn	1	Auth/ref	a	Geo subd	1
Series	n	Name	n	Subdiv tp	n
Ser num	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
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	a
				Source	█
				Name use	b
				Subj use	b
				Ser use	b
				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 provide possible subdivisions for a particular category 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

<u>Category</u>	<u>Pattern Heading</u>
Animals (general)	Fishes
Animals (domestic)	Cattle
Diseases	Cancer Tuberculosis
Organ, body regions	Heart; Foot
Plants & crops	Corn
Indiv. lit. authors	Shakespeare
Land vehicles	Automobiles
Indiv. educ. institutions	Harvard University

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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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Building subject heading strings

- Find appropriate subject heading
- Look for established subdivisions
- Check pattern heading for more possibilities
- Look for other applicable free-floating subdivisions
- Add geographic subdivision if applicable
- Add form subdivision if applicable

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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—Geographic subdivision—Subdivision
When the last subdivision does not allow geographic subdivision

Topic—Subdivision—Geographic subdivision
When the Subdivision allows geographic subdivision

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Example—National parks in Springfield, Illinois

ARN		2059429			
<u>Rec stat</u>	c	<u>Entered</u>	19860211	<u>Replaced</u>	19981009110808.7
<u>Type</u>	z	<u>Upd status</u>	a	<u>Enc lvl</u>	n
<u>Roman</u>	l	<u>Ref status</u>	b	<u>Mod rec</u>	
<u>Govt agn</u>	l	<u>Auth status</u>	a	<u>Subj</u>	a
<u>Series</u>	n	<u>Auth/ref</u>	a	<u>Geo subd</u>	i
<u>Ser num</u>	n	<u>Name</u>	n	<u>Subdiv tp</u>	n
					<i>May be subdivided geographically</i>
010		sh	85090045		
040		DLC	‡c DLC ‡d DLC		
053		SB481	‡b SB484		
150			National parks and reserves		

650_0 ‡a National parks and reserves ‡z Illinois ‡z Springfield.

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

ARN		5037142					
Rec stat	c	Entered	19990707	Replaced	20060509151527.0		
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

This subdivision may not be subdivided geographically

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

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 at national parks in Springfield

ARN		2059471					
Rec stat	c	Entered	19860211	Replaced	19961030143222.6		
Type	z	Upd status	a	Enc lvl	n	Source	
Roman	█	Ref status	b	Mod rec		Name use	b
Govt agn	█	Auth status	a	Subj	a	Subj use	a
Series	n	Auth/ref	a	Geo subd	█	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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Authority validation

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Control headings in OCLC

- Connexion will control (validate) a heading if all parts of the heading are valid, even if there is no authority record for the subject string

650	0	<u>Tulips</u> †v <u>Juvenile fiction.</u>
-----	---	---

- *Tulips* is a valid subject term. *Juvenile fiction* is a valid subdivision. OCLC will control the heading even though there is no authority record for the string as a whole

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Control headings won't ...

- Beware! Control headings will not tell you if a subject or subdivision is being used correctly
 - Control headings won't verify whether the scope note in the subdivision record for *Juvenile fiction* allows it to be used as a subdivision under *Tulips*
 - That's YOUR job!

650	0	Tulips †v Juvenile fiction.
-----	---	-----------------------------

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Control headings will ...

- Control headings will let you know if subdivisions are in the wrong order

Example:

All of the elements in the subject heading string below are valid, but they are in the wrong order

650		0	Tulips †v Juvenile fiction †z Netherlands.
-----	--	---	--

The subdivision *Juvenile fiction* may not be subdivided geographically

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Control headings will ...

- When you control the heading, you will get the option to control the string with the subdivisions in the correct order, or to control the string without one or more of the subdivisions

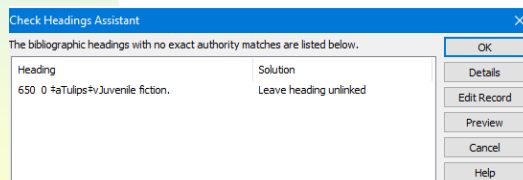


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Authority validation in Polaris

- A field that controls in OCLC may not validate in Polaris
- Polaris will not validate a subject field unless it finds an authority record for the entire string

650 0 #aTulips#vJuvenile fiction.



- Verify headings before bringing records into Polaris!

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Library of Congress Subject Heading Manual

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MARC tag 073—Subdivision usage

- ▣ Contains references to applicable sections in the Subject Heading Manual
 - ▣ Provides guidance on using the subdivision
- ▣ Multiple references indicate different sections in the manual

ARN		5155852			
Rec stat	c	Entered	19990630	Replaced	20130827123235.7
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	a
Source	█	Name use	b	Subj use	b
Ser use	b	Rules	n		
010	█	sh 99004833			
040	█	DLC †b eng †c DLC †d DLC			
073	█	H 1095 †a H 1100 †a H 1103 †a H 1105 †a H 1140 †a H 1147 †a H 1151 †a H 1159			
180	█	†x Biography			

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Subject Heading Manual

- Library of Congress's procedures for its own catalogers
 - Good resource for general guidance on use of subject terms and subdivisions
- Available on the Library of Congress website
- Section H1075 gives general guidance on subdivisions
- Section H1095 gives guidance on free-floating subdivisions and a list

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Subject Heading Manual

The screenshot shows the Library of Congress website's 'List of the Subject Heading Manual PDF Files' page. The page includes a navigation menu on the left and a main content area with a list of subject heading sections and their corresponding PDF files. The list includes sections such as H 0040, H 0080, H 0150, H 0160, H 0170, H 0175, H 0178, H 0180, H 0181, H 0182, H 0184, H 0187, H 0193, H 0193.5, H 0194, H 0195, and H 0196. Each entry includes the section number, a brief description, the PDF file name, size, and revision date.

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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/freeshm.html>

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Subject heading tools

- ▶ Subject Heading Manual
- ▶ Free-Floating Subdivisions
- ▶ 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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