



SHARE

Subject Headings (part one)

SHARE Catalogers

Catalogers Training Session

April 11, 2023

Sharing Heartland's Available Resources Equally

What are subject headings?

Subject headings

Be as specific as possible!

BAD:

650 _0 †a Zoology.

NOT QUITE AS BAD:

650 _0 †a Domestic animals.

GOOD:

650 _0 †a Cats.

650 _0 †a Kittens.

Anatomy of a subject heading

650 _0 †a Sculpture †x Technique †z Italy †z Florence †y 18th century.

600 10 †a Collins, Michael, †d 1890-1922.

Subject vs Genre

650 _0 †a Cats †v Fiction.

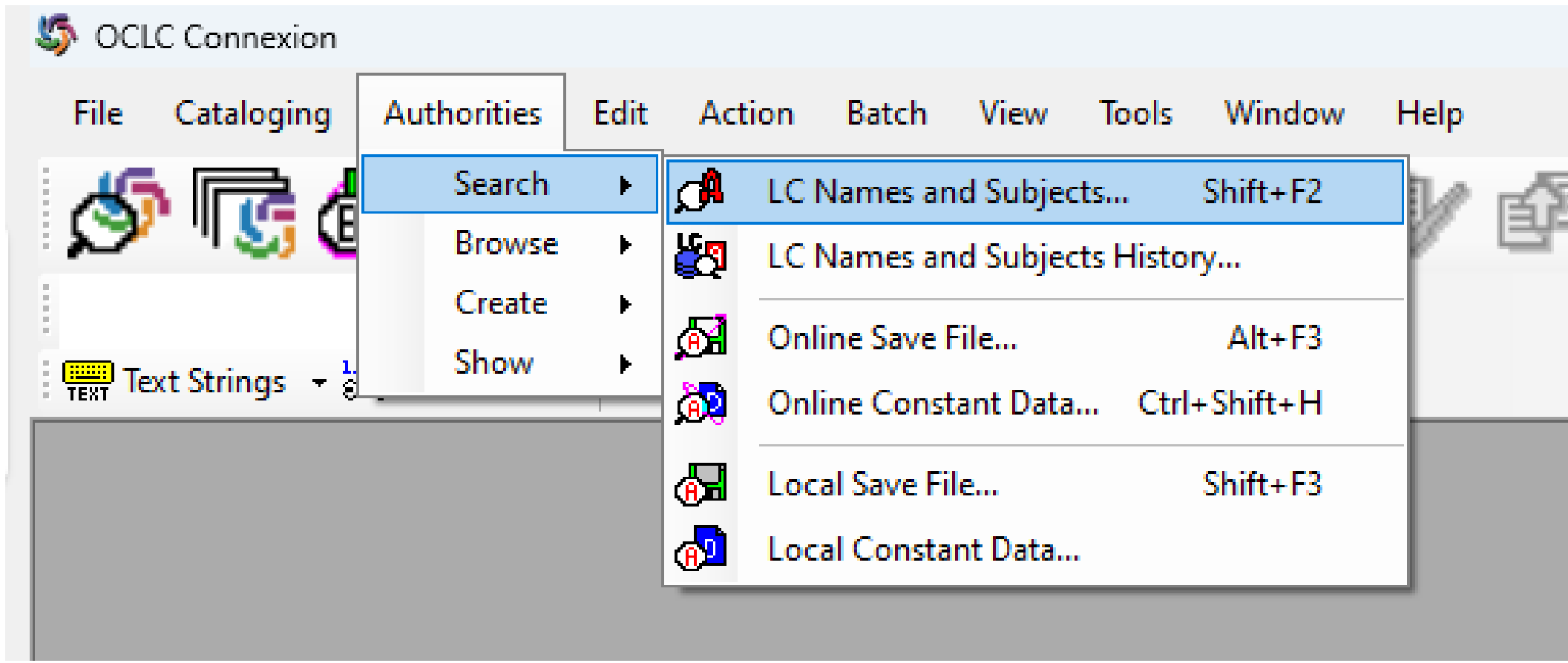
655 _7 †a Science fiction. †2 lcgft

650 _0 †a Science fiction †x History and criticism †y 19th century.



SHARE

Searching Authorities with OCLC Connexion



Search LC Names and Subjects

Command Line Search

Enter keyword, numeric, derived, or browse search here...

Keyword/Numeric Search

Search for:

in Personal Names (pn:)

AND in Titles (ti:)

AND in Genre (ge:)

AND in Corporate/Conference Names (cn:)

AND in Topicals (sp:)

Show See References in Results Retain Search

Show See Also References in Results

OK Cancel Enter Diacritics... Clear Search Help

C Connexion

Cataloging Authorities Edit Action Batch View Tools Window Help

xt Strings User Tools

Search LC Names and Subjects

Command Line Search

Enter keyword, numeric, derived, or browse search here...

Keyword/Numeric Search

Search for: biel, jessica in Personal Names (pn:)

AND [] in Titles (ti:)

AND [] in Genre (ge:)

AND [] in Corporate/Conference Names (cn:)

AND [] in Topicals (sp:)

Show See References in Results Retain Search

Show See Also References in Results

OK Cancel Enter Diacritics... Clear Search Help

490 ■ ■ ‡x ‡v

700 1 Biel, Jessica, ‡d 1982- ‡e actor.

8 ■ ■ ■ ‡v

Online LC Authority File: Biel, Jessica, 1982-

ARN 6065722

Rec stat	n	Entered	20030604	Replaced	20030605052700.0
Type	z	Upd status	a	Enc lvl	n
Roman	■	Ref status	n	Mod rec	
Govt agn	■	Auth status	a	Subj	a
Series	n	Auth/ref	a	Geo subd	n
Ser num	n	Name	a	Subdiv tp	n
		Source		Name use	a
		Subj use		Subj use	a
		Ser use		Ser use	b
		Rules		Rules	c

010		no2003054883
040		NhD-MC ‡b eng ‡c NhD-MC
100	1	Biel, Jessica, ‡d 1982-
670		The rules of attraction [VR] 2003: ‡b credits (Jessica Biel, cast)
670		Internet movie database, May 27, 2003 ‡b (Jessica Biel; birth name, Jessica Claire Biel, b. Mar. 3, 1982 in Ely, Minn.; actress)

Export- Add- Submit- Replace- Report Error- Validate-

Workflow-In Process INS 38:37

67°F Cloudy Search 12:52 PM 3/31/2023

OCLC Connexion - [LC Authority File Search List: pn: ["johnson\", linda*]]

File Cataloging Authorities Edit Action Batch View Tools Window Help

Text Strings User Tools

Record	Description
1	Arvidson, Linda, †d 1884-1949 [100]
2	Bargar, Sherie, †d 1944- †t Snake discovery library [100]
3	Baten, Linda [100]
4	Byrd-Johnson, Linda [100]
5	Campbell, L. J. †q (Linda Johnson), †d 1957- [100]
6	Dougherty, Linda Johnson, †d 1961- [100]
7	Dupont-Johnson, Linda [100]
8	Evans, Linda, †d 1947- [100]
9	Hoffman, Linda Johnson [100]
10	Hubalek, Linda K. [100]
11	Infinite stars (Anthology) [130]
12	Johnson-Bell, Linda [100]
13	Johnson, Linda [100]
14	Johnson, Linda, †d 1947- [100]
15	Johnson, Linda, †d 1948- [100]
16	Johnson, Linda, †d 1949- [100]
17	Johnson, Linda, †d 1949 May 21- [100]
18	Johnson, Linda, †d 1950- [100]
19	Johnson, Linda †c (Alan Johnson's sister), †d 1947- [100]
20	Johnson, Linda †c (Illustrator) [100]
21	Johnson, Linda †q (Linda Jane) [100]
22	Johnson, Linda †q (Linda M.) [100]
23	Johnson, Linda, †c LLB [100]
24	Johnson, Linda, †c R.N. [100]
25	Johnson, Linda †c (Vocalist) [100]
26	Johnson, Linda B. [100]
27	Johnson, Linda Bower [100]
28	Johnson, Linda C. †q (Linda Catherine) [100]
29	Johnson, Linda Carlson, †d 1949- [100]
30	Johnson, Linda Cooke [100]
31	Johnson, Linda D. [100]
32	Johnson, Linda F. [100]
33	Johnson, Linda Fay, †d 1950- [100]

1 of 57 INS 38:41

Russell 2000 +1.48%

Search 12:53 PM 3/31/2023

Search LC Names and Subjects

Command Line Search
Enter keyword, numeric, derived, or browse search here...

Keyword/Numeric Search

Search for: johnson, linda in Personal Names (pn:)

AND [] in Titles (ti:)

AND [] in Genre (ge:)

AND [] in Corporate/Conference Names (cn:)

AND [] in Topicals (sp:)

Show See References in Results Retain Search

Show See Also References in Results

OK Cancel Enter Diacritics... Clear Search Help

Search LC Names and Subjects

Command Line Search

scan pn: johnson, john

Keyword/Numeric Search

Search for:

[] in Personal Names (pn:)

AND [] in Titles (ti:)

AND [] in Genre (ge:)

AND [] in Corporate/Conference Names (cn:)

AND [] in Topicals (sp:)

Show See References in Results Retain Search

Show See Also References in Results

OK Cancel Enter Diacritics... Clear Search Help

OCLC Connexion - [LC Authority File Root Browse List]

File Cataloging Authorities Edit Action Batch View Tools Window Help

Text Strings 1-18 User Tools

Expanded Term:

Root Results	Recor...
Johnson, Johannes Jacobus, †d 1931-	1
Johnson, John	1
Johnson, John, †d -1594 or 1595	23
Johnson, John, †d 1609-approximately 1683	1
Johnson, John, †d 1609-ca. 1683	1
Johnson, John, †d 1662-1725	1
Johnson, John, †d 1706-1791	2
Johnson, John, †d 1732-1814	1
Johnson, John, †d 1732-1816	1
Johnson, John, †d 1760-1833	1
Johnson, John, †d 1766-1829	1
Johnson, John, †d 1769-1833	1
Johnson, John, †d 1771-1842	1
Johnson, John, †d 1774-1831	1
Johnson, John, †d 1776-1824	1
Johnson, John, †d 1777-1848	1
Johnson, John, †d 1778-1843	1

2 of 50

INS 38:28

51°F Cloudy Search 11:24 AM 4/6/2023

OCLC Connexion - [LC Authority File Search List: su: {"zombies"}]

File Cataloging Authorities Edit Action Batch View Tools Window Help

Text Strings User Tools

Rec...	Description
1	Zombies [150]
2	Zombies [150] [CHILDREN'S]
3	Zombies ≠v Fiction [150]
4	Zombies ≠x Religious aspects [150]
5	Zombies ≠x Religious aspects ≠x Buddhism [150]
6	Zombies ≠x Religious aspects ≠x Christianity [150]
7	Zombies in art [150]
8	Zombies in comics [150]
9	Zombies in literature [150]
10	Zombies in mass media [150]
11	Zombies in motion pictures [150]
12	Zombies in popular culture [150]
13	Zombies in video games [150]
14	Zombies on television [150]

Search LC Names and Subjects

Command Line Search

Enter keyword, numeric, derived, or browse search here...

Keyword/Numeric Search

Search for:

in Personal Names (pn:)

OR in Titles (ti:)

OR in Geographic Names (gg:)

OR in Corporate/Conference Names (cn:)

OR zombies in Topicals (sp:)

Show See References in Results Retain Search

Show See Also References in Results

OK Cancel Enter Diacritics... Clear Search Help

[ARN](#) 8722363

Rec stat	n	Entered	20101214	Replaced	20101214093045.0
Type	z	Upd status	a	Enc lvl	n
Roman	■	Ref status	n	Mod rec	
Govt agn	■	Auth status	a	Subj	a
Series	n	Auth/ref	a	Geo subd	■
Ser num	n	Name	n	Subdiv tp	n
Source		Name use	b	Subj use	a
		Ser use	b	Rules	n

010		sh2010119954
040		DLC †b eng †c DLC
150		Zombies †v Fiction
667		Record generated for validation purposes.
670		Work cat.: Habeas campus, 2002

<https://www.youtube.com/watch?v=Nqp57uGvcJo>

If you would like to see more search techniques, use the link to this SHARE video. Demonstration starts at the 2-hour point.




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Searching Authorities with Library of Congress

<https://authorities.loc.gov/>

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- Name Authority Headings
- Title Authority Headings
- Name/Title Authority Headings
- Keyword Authorities (All)

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100 records per page

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Authorities Search Tips

Search Type	Brief Help (select a search type for detailed Help)
<u>Subject</u>	<ul style="list-style-type: none">- Searches are "left-anchored" (enter search starting with leftmost word)- Truncation is automatic - Searches LC Subject Headings and Annotated Card Program (AC) Headings- Searches LC Genre/Form Thesaurus, Thesaurus for Graphic Materials, etc.- Searches other subject systems (e.g., Medical subject headings) <i>Examples:</i>united states history civil war 1861 1865 regimental historiesbible criticism interpretation etcpersian gulf war 1991
<u>Name</u>	<ul style="list-style-type: none">- Searches are "left-anchored" (enter search starting with leftmost word)- Truncation is automatic



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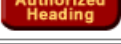






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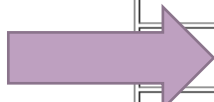
SOURCE OF HEADINGS: Library of Congress Catalog

YOU SEARCHED: Subject Authority Headings = brown, bernard d.

SEARCH RESULTS: Displaying 1 through 100 of 100.

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#	Bib Records	<i>select icon in first column to... View Authority Headings/References</i>	<u>Type of Heading</u>
 1	0	Brown, Bernard D.	Library of Congress subject headings
 2	0	Brown, Bernard E. (Bernard Edward), 1925-	Library of Congress subject headings
 3	0	Brown, Bernard Edward, 1925-	Library of Congress subject headings
 4	0	Brown, Bernard G.	Library of Congress subject headings
 5	0	Brown, Bernard L.	Library of Congress subject headings
 6	0	Brown, Bernard (Lawyer)	Library of Congress subject headings
 7	0	Brown, Bernard M.	Library of Congress subject headings
 8	0	Brown, Bernard O.	Library of Congress subject headings
 9	0	Brown, Bernard, Ph. D.	Library of Congress subject headings





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- Headings List
- Start Over

SOURCE OF HEADINGS: Library of Congress Catalog

INFORMATION FOR: Brown, Bernard D.

FIELD	Select a Link to View the Authority Record
Heading (1XX)	Brown, Bernard D.

[Help](#) - [Search](#) - [Search History](#) - [Headings List](#) - [Start Over](#)



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LC control no.: no2023037233

LCCN Permalink: <https://lccn.loc.gov/no2023037233>

HEADING: Brown, Bernard D.

000 00938nz a2200193n 450

001 12146984

005 20230404064505.0

008 230403n| azannaabn |n aaa c

010 __ |a no2023037233

035 __ |a (OCoLC)oca15227760

040 __ |a IChamL |b eng |e rda |c IChamL

100 1_ |a Brown, Bernard D.

370 __ |e Portland (Or.) |2 naf

372 __ |a Optometry |2 lcsb

372 __ |a World War, 1939-1945 |2 lcsb

373 __ |a United States. Army |2 naf

374 __ |a Authors |a Optometrists |2 lcsb

670 __ |a Dear Selma: a World War II love letter romance, 2020: |b title page (Bernard D. Brown)

670 __ |a Dear Selma: a World War II Love Letter Romance Amazon page, viewed February 27, 2023: |b (Bernard D. Brown; U. S. Army v optometrist; Portland, Oregon) |u https://www.amazon.com/Dear-Selma-World-Letter-Romance/dp/164388493X/ref=sr_1_1?crid=1KXTMMQCPPIT9&keywords=bernard+d.+brown&qid=1677513616&s=books&sprefix=bernard+d.+brown%2Cstripbooks%201



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[MARC Display](#) [Labelled Display](#)

LC control no.: no2023037233
LCCN Permalink: <https://lccn.loc.gov/no2023037233>
Descriptive conventions: rda
Personal name heading: Brown, Bernard D.
Located: Portland (Or.)
Field of activity: Optometry
World War, 1939-1945
Affiliation: United States. Army
Profession or occupation: Authors Optometrists
Found in: Dear Selma: a World War II love letter romance, 2020: title page (Bernard D. Brown)
Dear Selma: a World War II Love Letter Romance Amazon page, viewed February 27, 2023: (Bernard D. Brown; U. S. Army v
Portland, Oregon) [https://www.amazon.com/Dear-Selma-World-Letter-Romance/dp/164388493X/ref=sr_1_1?
crd=1KXTMMQCPPIT9&keywords=bernard+d.+brown&qid=1677513616&s=books&prefix=bernard+d.+brown%2Cstripbo](https://www.amazon.com/Dear-Selma-World-Letter-Romance/dp/164388493X/ref=sr_1_1?crd=1KXTMMQCPPIT9&keywords=bernard+d.+brown&qid=1677513616&s=books&prefix=bernard+d.+brown%2Cstripbo)
1

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- Title Authority Headings
- Name/Title Authority Headings
- Keyword Authorities (All)

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Authorities Search Tips

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Subject	<ul style="list-style-type: none"> - Searches are "left-anchored" (<i>enter search starting with leftmost word</i>) - Truncation is automatic - Searches LC Subject Headings and Annotated Card Program (AC) Headings - Searches LC Genre/Form Thesaurus, Thesaurus for Graphic Materials, etc. - Searches other subject systems (e.g., Medical subject headings) <i>Examples:</i> united states history civil war 1861 1865 regimental histories bible criticism interpretation etc persian gulf war 1991
Name	<ul style="list-style-type: none"> - Searches are "left-anchored" (<i>enter search starting with leftmost word</i>) - Truncation is automatic - Searches personal, family, corporate, meeting, and jurisdiction headings - For <u>personal names</u>, enter surname first - For <u>other names</u>, enter in direct order <i>Examples:</i> clemens samuel langhorne 1835 1910 twain mark 1835 1910 snodgrass quintus curtius 1835 1910 army war college u s russia federation
Title	<ul style="list-style-type: none"> - Searches are "left-anchored" (<i>enter search starting with leftmost word</i>) - Drop initial articles - Truncation is automatic - Do not include "O.T." or "N.T." before Bible chapters - Searches uniform titles and series titles <i>Examples:</i>





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SOURCE OF HEADINGS: Library of Congress Catalog
YOU SEARCHED: Subject Authority Headings = chickens
SEARCH RESULTS: Displaying 1 through 100 of 100.

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#	Bib Records	<i>select icon in first column to...</i> View Authority Headings/References	Type of Heading
 1	129	Chickens.	Library of Congress subject headings
2	80	Chickens.	Faceted application of subject terminology
 3	73	Chickens.	LC Annotated Children's Catalog subject headings
4	24	Chickens.	Thes for graphic matls: TGM I, Subject terms
5	7	Chickens	not applicable
6	2	Chickens.	Medical subject headings
7	2	Chickens.	Sears list of subject headings
8	1	Chickens--1790.	Thes for graphic matls: TGM I, Subject terms
9	1	Chickens--1820-1830.	Thes for graphic matls: TGM I, Subject terms
10	1	Chickens--1830.	Thes for graphic matls: TGM I, Subject terms
11	1	Chickens--1830-1840.	Thes for graphic matls: TGM I, Subject terms
12	1	Chickens--1840.	Thes for graphic matls: TGM I, Subject terms
13	6	Chickens--1860-1870.	Thes for graphic matls: TGM I, Subject terms
14	1	Chickens--1860-1880.	Thes for graphic matls: TGM I, Subject terms
15	1	Chickens--1870.	Thes for graphic matls: TGM I, Subject terms
16	3	Chickens--1870-1880.	Thes for graphic matls: TGM I, Subject terms
17	4	Chickens--1880-1890.	Thes for graphic matls: TGM I, Subject terms
18	5	Chickens--1890-1900.	Thes for graphic matls: TGM I, Subject terms
19	1	Chickens--1900.	Thes for graphic matls: TGM I, Subject terms
20	10	Chickens--1900-1910.	Thes for graphic matls: TGM I, Subject terms
21	1	Chickens--1900-1920.	not applicable
22	1	Chickens--1900-2000.	Thes for graphic matls: TGM I, Subject terms
23	1	Chickens--1910.	Thes for graphic matls: TGM I, Subject terms
24	10	Chickens--1910-1920.	Thes for graphic matls: TGM I, Subject terms
25	2	Chickens--1920.	Thes for graphic matls: TGM I, Subject terms
26	2	Chickens--1920-1930.	Thes for graphic matls: TGM I, Subject terms
27	1	Chickens--1920-1940.	Thes for graphic matls: TGM I, Subject terms
28	2	Chickens--1920-1940.	Thes for graphic matls: TGM I, Subject terms

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Help New Search Search History Headings List Start Over

SOURCE OF HEADINGS: Library of Congress Catalog
INFORMATION FOR: Chickens.

Please note: Broader Terms are not currently available

Select a Link Below to Continue...

[Authority Record](#)

Narrower Term: [Broilers \(Chickens\)](#)

Narrower Term: [Capon and caponizing](#)

Narrower Term: [Chicks](#)

Narrower Term: [Frozen chicken](#)

Narrower Term: [Fryers \(Chickens\)](#)

Narrower Term: [Hens](#)

Narrower Term: [Leanness in chickens](#)

Narrower Term: [Roosters](#)

See Also: [Eggs--Production](#)

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SOURCE OF HEADINGS: Library of Congress Catalog

INFORMATION FOR: Chickens.

FIELD	Select a Link to View the Authority Record
Heading (1XX)	Chickens. ←
Search Also Under (5XX)	Broilers (Chickens)
Search Also Under (5XX)	Capon and caponizing
Search Also Under (5XX)	Chicks
Search Also Under (5XX)	Eggs--Production
Search Also Under (5XX)	Frozen chicken
Search Also Under (5XX)	Fryers (Chickens)
Search Also Under (5XX)	Hens.
Search Also Under (5XX)	Leanness in chickens
Search Also Under (5XX)	Roosters

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LC control no.: sh 85023298

LCCN Permalink: <https://lcn.loc.gov/sh85023298>

HEADING: Chickens

000 00545cz a2200229n 450

001 4675767

005 20120322080835.0

008 860211i| anannbabn |b ana

010 __ |a sh 85023298

035 __ |a (DLC)sh 85023298

035 __ |a (DLC)5746594

035 __ |a (DLC)sp 85023298

035 __ |a (DLC)289298

040 __ |a DLC |c DLC |d DLC

053 _0 |a SF481 |b SF502

150 __ |a Chickens

450 __ |a Gallus domesticus

450 __ |a Gallus gallus

550 __ |w g |a Poultry

550 __ |a Eggs |x Production

906 __ |t 0239 |u te04 |v 0

953 __ |a xx00 |b td04

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Building subject headings

Subdivisions

‡v – form subdivision

‡y – chronological subdivision

‡z – geographic subdivision

‡x – general subdivision

‡v – form subdivision

Describes the type of work; not as specific as genre.

Examples:

650 _0 ‡a Murder ‡v Fiction.

650 _0 ‡a Cats ‡v Juvenile fiction.

650 _0 ‡a Emotions ‡v Juvenile literature.

650 _0 ‡a Presidents ‡z United States ‡v Biography.

650 _0 ‡a Dysfunctional families ‡v Comic books, strips, etc.

‡v – form subdivision

More examples:

- Guidebook
- Poetry
- Periodicals
- Pictorial works
- Dictionaries
- Handbooks, manuals, etc.

‡y – chronological subdivision

Denotes a specific time period; this could be very broad, or very precise.

Examples:

651 _0 ‡a Ireland ‡x History ‡y Easter Rising, 1916.

650 _0 ‡a Paleontology ‡y Cretaceous ‡v Juvenile literature.

650 _0 ‡a French literature ‡y 19th century.

‡z – geographic subdivision

Indicates the origin or the locality of the main topic; may be used with subjects that vary depending on location.

Examples:

650 _0 ‡a Wilderness survival ‡z Rocky Mountains.

650 _0 ‡a Agriculture ‡z France ‡z Loire River Valley.

650 _0 ‡a Subway stations ‡z France ‡z Paris.

‡z – geographic subdivision

Exceptions for certain countries and their divisions:

Canadian provinces

US states

Constituent kingdoms of the United Kingdom

Examples:

650 _0 ‡a Police ‡z Illinois ‡v Fiction.

650 _0 ‡a Subway stations ‡z Scotland ‡z Glasgow.

‡x – general subdivision

Describes something about the work that is not more appropriately contained in other subfields.

Examples:

650 _0 ‡a Zombies ‡x Religious aspects.

650 _0 ‡a Agriculture ‡x Accounting.

‡x – general subdivision

BAD:

650 _0 ‡a Art ‡x Sculpture.

GOOD:

650 _0 ‡a Sculpture.

BETTER:

650 _0 ‡a Sculpture ‡x Technique ‡z Italy ‡z Florence ‡y 18th century.

Personal or corporate names

Will sometimes have other subfields that come from being names.

600 10 †a Collins, Michael, †d 1890-1922 †v Biography.

600 00 †a Napoleon †b I, †c Emperor of the French, †d 1769-1821.

610 10 †a United States †b Army.

Music CDs

An exception to the general rule of subject heading vs. genre.

650 _0 †a Rock music †y 2011-2020.

655 _7 †a Alternative rock music. †2 lcgft

650 _0 †a Rock music †y 2001-2010.

650 _0 †a Popular music †y 2001-2010.

650 _0 †a Country music †y 1951-1960.

650 _0 †a Country music †y 1961-1970.

Poetry

An exception to the general rule of subject heading vs. genre.

650 _0 ‡a French poetry ‡y 21st century.

650 _0 ‡a Children's poetry, Irish ‡y 20th century ‡v Collections.

650 _0 ‡a American poetry ‡z Illinois ‡z Chicago ‡y Literary collections.

650 _0 ‡a American poetry ‡y 20th century ‡x History and criticism.

Juvenile vs. adult headings

Children's Subject Headings

- Separate from LCSH
- Not controllable in OCLC
- MARC tags 600/610/611/650/651
- Second indicator 1 instead of 0

19	Watermelons [150]
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20	Watermelons [150] [CHILDREN'S]
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SHARE Local Practice

- Subject headings are the same
 - 650 _0 †a Cemeteries †v Juvenile fiction.
 - **Delete this one:** 650 _1 †a Cemeteries †v Fiction.
- Subject headings are different (but still same subject)
 - 650 _0 †a Swine †v Juvenile literature.
 - **Keep this one:** 650 _1 †a Pigs.

Subdivisions

- If using normal LCSH
 - Use ‡v Juvenile fiction (for fiction)
 - Use ‡v Juvenile literature (for non-fiction)
 - Also use these for children's audiobooks
 - Instead of using ‡v Juvenile sound recordings
- If using children's subject headings
 - Use ‡v Fiction (for fiction) or nothing for non-fiction.

Local practices reminders

Local subject headings

Local subject headings may be created in situations where the resources cannot be easily found using available searches by Collection, Shelf Location, Material Type, etc., and no other appropriate heading exists.

These subject headings **MUST** be approved by the SHARE Bibliographic and Cataloging Standards Committee before being used in Polaris.

Libraries may submit a request for a local subject heading through the SHARE help desk.

MARC coding

There are two ways local subject headings may be included in bibliographic records:

- An existing LC subject heading being used in a non-standard way according to LC guidelines. Coded in MARC tag 65X with subfield 2 local.
- A locally devised heading created when no LC, MESH, gsaft, or lcgft heading exists. Coded in MARC tag 690

Guidelines for local subject headings

A local subject heading will not be approved if an appropriate LC, MESH, GSAFD, or LCGFT heading is available

A local subject heading will not be approved that is intended solely to identify an individual library's collection of a particular format (i.e. a library's collection of DVDs)

A local subject heading may be approved for a special collection if an existing Collection code or Shelf Location does not suffice.

Procedures for the use of local subject headings

Add approved local subject headings as appropriate to records when they are brought into Polaris. DO NOT add them to WorldCat records in OCLC.

Delete MARC tag 690 from other libraries out of OCLC records before exporting the record to Polaris.

A list of approved subject headings is posted on the SHARE website and will be updated as headings are approved.

Currently approved local subject headings

Subject Heading	Note about use
655 _ 7 ‡aAudio-visual equipment.‡2local	
690 __ ‡aComing attractions.	Use only in on-order records
655 _ 7 ‡aComputer games.‡2local	
655 _ 7 ‡aFinger puppets.‡2local	
690 __ ‡aGoChip Beam (Preloaded video player)	
690 __ ‡aGoReader (Preloaded audio player)	
655 _ 7 ‡aHand puppets.‡2local	
690 __ ‡aKits.	Use only in bibliographic records that meet the definition of a kit: “an item containing two or more categories of material, no one of which is identifiable as the predominant constituent of the item” (AACR2, Appendix D)
690 _ 0 ‡a Local author ‡z enter appropriate state, city, and/or county here.	
690 __ ‡aMCGS Collection.	
690 __ ‡aMe Reader (Preloaded audio player)	
690 __ ‡aPlayaway LaunchPad (Preloaded tablet computer)	
690 __ ‡aPlayaway Lock (Preloaded electronic book reader)	
690 __ ‡aPlayaway View (Preloaded video player)	
690 __ ‡aProgramming Resource Center.	
690 __ ‡aThree-dimensional printers.	

Subject headings we remove

Remove the following types of subject headings from records in Polaris. DO NOT remove these from the WorldCat Record.

- Sears headings
- Foreign language subject headings if they differ from the language of the item being cataloged.
- Headings from thesauri other than those currently approved for use.
 - Currently approved thesauri: LCSH, LCGFT, GSAFD, LC Children's headings if different than adult heading. MESH, OLACVGGT, Getty (ATT), and Homosaurus.

New thesauri

We have added and are exploring some additional thesauri to use in our catalog.

- Approved for use:
 - Getty Art & Architecture: [Art & Architecture Thesaurus \(Getty Research Institute\)](#)
 - Homosaurus: [Homosaurus Vocabulary Site](#)
- Exploring:
 - Spanish Language Thesauri
 - Games: [Genre Terms for Tabletop Games - UNT Digital Library](#)

Spanish language subject headings – current policy

We retain foreign language subject headings if they are the same as the language of the item being cataloged.

For video recordings, this includes the main language track and any dubbed language tracks. This DOES NOT include language(s) of subtitles.

Do not add foreign language subject headings if they aren't already in the record.

Links to associated policies and procedures

[Use and retention of subject headings | SHARE \(illinoisheartland.org\)](#)

[Use of genre and form terms | SHARE \(illinoisheartland.org\)](#)

[Use of local subject headings | SHARE \(illinoisheartland.org\)](#)

[Video games and computer games | SHARE \(illinoisheartland.org\)](#)

Questions?