Library of Congress Rule Interpretations
Second Edition, 1989
2006, Update Number 2

LCRI	*Addition/Change*	*Action*
1.0C	Revised to clarify certain punctuation in uniform titles	Replace
1.0E	Revised to take in account Unicode implementation	Replace
1.4F5	Revised to make provisions LC practice	Replace
21.2C	Revised to correct rule references	Replace
21.30J	Revised to add example based on Unicode implementation and correct other examples	Replace p. 13-14, 17-20
22.1B	Revised to clarify provisions	Replace
22.5C2	Revised to make the provisions for the two specified languages parallel	Replace
22.8A1	Revised to correct example	Replace
25.5B, Appendix I	Revised to correct examples	Replace p. 19-20 27-28
25.6B3	Revised to correct example	Replace
Current LCRI		Replace

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1.0C. PUNCTUATION/SPACING.

Table of Contents

Introduction

Access Points in Name Authority and Bibliographic Records (General)

Personal Name Heading Access Points in Name Authority and Bibliographic Records

Corporate Name Heading Access Points, Including Meetings, in Name Authority and Bibliographic Records

1) Quotation marks
2) Initials
3) Abbreviations
4) Place name at end
5) Numerical or alphabetical designation
6) Dash or hyphen
7) Year in conference name
8) Series of words

Bibliographic Linking Entries

Other Parts of the Bibliographic Record (General)

1) Elements that are not initials, etc.
2) Initials, etc.
3) Year in the name of a conference
4) Dash in a title
5) Variant title

Punctuation in Titles Proper that is also ISBD Punctuation

Punctuation at the End of Fields 245, 250, 260, 300, 310/321, 362

1) Fields 245, 250
2) Field 260
3) Field 300
4) Fields 310/321
5) Field 362

Punctuation in Notes

1) Additional information expected
2) Ending mark of punctuation (5XX)

LC/CONSER Practice for Temporary/Uncertain Data

1) General
2) Detailed guidelines for recording temporary/uncertain data

    a) Changes in title data (246/247)
    b) Publication, distribution, etc. area (260)

       Permanent date
       Temporary date
       Non-Christian era date

c) Physical description area (300)

General
Bibliographic record

d) Frequency information (310/321)
e) Series area: open entry multipart items in series (4XX)
f) Series area: only some issues of a serial or parts of a multipart item in a series (4XX)
g) Notes area (5XX)
h) Bibliographic linking entry notes (76X-78X)

Introduction

1) General. This is an overall statement related to punctuation/spacing conventions. For convenience, it addresses in one place conventions applicable to access points in bibliographic and name authority records and those applicable to other parts of the bibliographic record. Also as a matter of convenience, statements on punctuation/spacing are being retained at their relevant location throughout the LCRIs. As appropriate, there are references to these other LCRIs; in the other LCRIs there are references to this LCRI.

2) Manual mode. In the card catalog environment there were spacing and punctuation conventions appropriate to that environment. Blank spaces were used when it was thought data would be written in, for example following an open date. In general, two spaces were used between data elements in the "body of the entry" and to separate the units of headings. Double punctuation was to be avoided.

3) Computerized mode. The computerized environment calls for a different set of conventions. Much of the data in a MARC record are explicitly identified by content designation (tags, indicators, subfield codes). Upon output or display, the content designation is used to determine various display conventions including spacing. Internally there is often no spacing at all but instead content designation, particularly subfield codes. In displays that do not show content designation, spacing is substituted. How much spacing is at the discretion of a particular system. In the displays illustrated in this LCRI, one space is substituted for a subfield code. However, for data that are not subfielded (e.g, the constituent elements of a corporate name serving as a qualifier, the unsubfielded units in a linking entry field (hereafter "linking entry"), unsubfielded statements or data in the title and statement of responsibility area), it is necessary to establish the spacing to be input. The computerized environment is oriented to a single-space convention throughout authority and bibliographic records.

Note that some systems display a space on either side of a subfield code to aid the comprehension of subfielded data. Such "spaces" are also a function of display, i.e., they are not carried internally. In the examples in this LCRI, no spaces are used on either side of a subfield code to insure that there is no confusion about the spacing convention being illustrated.

```
110 1# $aCalifornia.$bDept. of Water Resources.
```

```
display:        California. Dept. of Water Resources.

                130 #0 $aBulletin (California. Dept. of Water Resources)
display:        Bulletin (California. Dept. of Water Resources)

                490 1# $aBiblioteca de arte hispánico ;$v8.$aArtes
                        applicadas ;$v1
display:        Biblioteca de arte hispánico ; 8. Artes applicadas ; 1

                700 1# $aEliot, T. S.$q(Thomas Stearns),$d1888-
                        1965.$tCocktail party.
display:        Eliot, T. S. (Thomas Stearns), 1888-1965. Cocktail
                        party.

                780 00 $aLibrary of Congress. Division for the Blind and
                        Physically Handicapped.$tNews
display:        Library of Congress. Division for the Blind and
                        Physically Handicapped. News

                785 00 $tJournal of polymer science. Part A, General
                        papers
display:        Journal of polymer science. Part A, General papers
```

The examples show a display form meant only to illustrate suppression of subfields on display. How data are actually displayed is at the discretion of individual systems and agencies.

4) Application. To the extent that a particular system allows, apply the conventions stated in this and other LCRIs in lieu of any other explicit or implicit instructions in the rules (e.g., 1.lG3 regarding spacing following a period for certain cases of items without a collective title).

Access Points in Name Authority and Bibliographic Records (General)

Follow these general conventions applicable to MARC 21 fields 1XX, 4XX, 5XX in authority records and fields 1XX, 240, 246/247, 4XX, 6XX, 70X-75X, and 8XX in bibliographic records. For bibliographic linking entries (MARC 21 fields 76X-78X) see the section: **Bibliographic Linking Entries**.

1) Punctuation/spacing within headings. Use internal punctuation to set off unambiguously the units of headings or reference tracings (including name/title portions of name/title fields). The marks of punctuation for this purpose are a period (.), a comma (,), a quotation mark ("), a question mark (?), an exclamation mark (!), and a hyphen (-).

a) *Spaces following periods.* Leave one space after a period or other mark of ending punctuation (see *1)* immediately above) that serves to separate units of access points. If the period or other mark of ending punctuation is followed by a subfield code, the space can be generated on display. If no subfield code follows, e.g., as in units of parenthetical qualifiers, input the space. See the examples above in the **Introduction**.

b) Punctuation preceding the name of a language in uniform titles (240). Interpret the last sentence of rule 25.C1 as reading "Precede the language by a full stop unless the uniform title ends with an exclamation mark or a question mark.

```
240 10 $a Bohème. $p Sono andati? $l English
```

but

```
240 10 $a Opération "Vicaire." $a German
```

Apply a similar approach to music uniform titles created in accord with rules 25.35B-25.35F.

```
240 10 $a Hello Dolly! $a Libretto
```

but

```
240 10 $a Boris Godunov (1872). $s Libretto. $l English
        & Russian
```

```
240 10 $a Was noch lebt--. $s Vocal score
```

   c) *Ampersand.* Input one space on either side of an ampersand or an ampersand equivalent used in a heading.

```
130 #0 $aR & D report (University of Texas at Austin.
        Research and Development Center for Teacher
        Education)
     (Heading on name authority record)
```

```
130 0# $aAmerica's favorite inns, B & Bs & small hotels.
        $pMiddle Atlantic.
     (Heading on bibliographic record)
```

   d) *Parenthesis.* If a unit of a heading or reference tracing other than the last ends in a closing parenthesis, input after the closing parenthesis the same punctuation, usually a period, that would be used if there were no parenthesis.

```
110 1# $aNew York (State).$bGovernor (1929-1932 :
        Roosevelt)
     (Heading on either a bibliographic or name authority record)
```

```
110 2# $aCatholic Church.$bPope (1978- : John Paul
        II).$tRedemptor hominis.$lEnglish
     (Heading on  a name authority record)
```

```
400 1# $aSmith, A. G.$q(Albert Gray),$d1945-$tDiscovering
```

<div align="center">

Canada
(Reference on a name authority record)

</div>

e) *Quotation mark*. Use American-style double quotation marks instead of other forms of quotation marks. If a unit of a heading or reference tracing other than the last ends in a quotation mark, input a period or other mark of ending punctuation inside the quotation mark.

<div align="center">

110 2# $aCasa de la Cultura Ecuatoriana "Benjamín
        Carrión."$bNúcleo de Bolívar
(Heading on a name authority record)

111 2# $aSimposio "Antropólogos y Misioneros: Posiciones
        Incompatibles?"$d(1985 :$cBogotá, Colombia)
(Heading on either a bibliographic or name authority record)

130 #0 $aCollection "Bibliothèque des matières
        premières."$pSérie "Energie"
(Heading on a name authority record)

710 2# $aName with "quote (qualifier and question
        mark)?"$tTitle.
(Heading on a bibliographic record)

</div>

f) *Open date*. Leave one space between an open date and any data that follow it within the same subfield.

<div align="center">

110 1# $aVirginia.$bGovernor (2002- : Warner)
(Heading on either a bibliographic or name authority record)

</div>

When a subfield code immediately follows an open date do *not* leave a space

<div align="center">

600 10 $aCapote, Truman,$d 1924-$tBreakfast at Tiffany's.
(Open date followed by a subfield code)

</div>

2) Ending mark of punctuation. For heading access points, an ending mark of punctuation is a period (.), closing parenthesis ( )), closing bracket ( ]), quotation mark ("), question mark (?), exclamation mark (!), hyphen (- ; usually used at the end of an open date).

a) *Name authority records*. Do not end headings or reference tracings with an ending mark of punctuation except when it is part of the data (e.g., a period in an abbreviation) or is called for by the cataloging rules (e.g., a parenthetical qualifier).

<div align="center">

100 1# $aSmith, John

100 1# $aSmith, John A.

100 1# $aSmith, J. A.$q(John A.)

</div>

```
100 1# $aSmith, John,$db. 1648?

100 1# $aSmith, John,$d1924-

110 2# $aLibrary of Congress

110 1# $aNew York (State).$bGovernor (1929-1932 :
           Roosevelt)

110 2# $aMoskovskiĭ fotoklub "Novator"

130 #0 $aCollection "Bibliothèque des matières
           premières."$pSérie "Energie"
```

b) *Bibliographic records*. Except for a uniform title (field 240), a variant title (field 246), a former title (field 247), and 4XX series fields, end access points with either a period or other ending mark of punctuation. End a 240 uniform title, 246 variant title, 247 former title, and 4XX series with an ending mark of punctuation only when such a mark of punctuation is part of the data. Note that these guidelines relate to punctuation at the end of the data constituting an access point itself. Under certain circumstances, a field may actually end with MARC 21 subfield $4 (Relator code) or $5 (Institution to which field applies), in which case there is no punctuation at the end of the field.

```
100 1# $aSmith, John.

100 1# $aSmith, John A.

100 1# $aSmith, John,$db. 1648?

100 1# $aSmith, John,$d1924-

110 2# $aLibrary of Congress.

110 1# $aNew York (State).$bGovernor (1929-1932 :
           Roosevelt)

700 1# $aBrett, Jan,$d1949-$e ill.

700 1# $aDemus, Jorg,$d1928-$4prf

710 2# $aBeecham Choral Society.$4prf

710 2# $aRaymond Foye Editions,$edonor.$5DLC
```

Note that, as the last example shows, when a heading ends in a designation of function, it may also be followed by subfield $4 or $5 and the field itself does not end with punctuation.

When a heading ends in a quotation mark, place any mark of final punctuation that is also part of the data inside the quotation mark. Otherwise, place a period inside the mark of punctuation.

```
710 2# $aName with "quote (qualifier and question mark)?"

710 2# $aMoskovskiĭ gorodskoĭ klub "Kontakty-1."

830 #0 $aCollection "Bibliothèque des matières
        premières."$pSérie "Energie."
```

Personal Name Heading Access Points in Name Authority and Bibliographic Records

These guidelines appear also in LCRI 22.1B.

1) Initials/letters

a) *Name portion of heading*

Periods. If the name of a person consists of or contains initials, input a period after an initial if it is certain that the letter is an initial. In case of doubt, do not input a period.

```
100 1# $aEliot, T. S.
100 0# $aH. D.
```

If the name consists of separate letters that are presumed not to be initials, omit or include periods according to the predominant usage of the person.

```
100 0# $aX Y Z
```

Spaces. If the name contains two or more forenames represented by initials, consists entirely of initials, or consists entirely of separate letters that are not initials, input a single space between the initials/letters in all cases.

```
100 1# $aEliot, T. S.
100 0# $aH. D.
100 0# $aX Y Z
```

b) *"Additions" to name headings*

Periods. With initials, include periods unless the author's predominant usage makes it clear that the author omits them.

Spaces. Do not leave spaces between single initials/letters.

```
100 1# $aBrown, G. B.,$cF.I.P.S.
```

Treat an abbreviation consisting of more than a single letter as if it were a distinct word, separating it with a space from preceding and succeeding words or initials/letters.

```
100 1# $aBrown, G. B.,$cPh. D.
```

2) Names with portions abbreviated or missing. If a part of a name is abbreviated (two or more letters present as opposed to a single letter used as an initial) or if a forename is missing from a name entered under surname, do not leave open space after the abbreviation or missing forename. Instead, insert, as appropriate,

a period:

```
100 1# $aTissot
        (Add period at end in bibliographic record, but not in authority
        record)
100 1# $aCorpeleijn, W. F. Th.
100 1# $aJunager, Sv.-Aa.
        (The hyphen reflects the usage of the language of the name)
```

a period and one space:

```
100 1# $aEnschedé, Ch. J.
```

a period and a comma:

```
100 1# $aJones, Th.,$d1910-

100 1# $aCalles Ll., Alfonso
100 1# $aDahlan Aman, Mohd.,$cHaji
        (For these names, add period at end in bibliographic record, but not
        in authority record)
```

3) Surnames alone including prefixes/particles. If a name heading consisting entirely of one or more surnames also contains a separately written prefix/particle, see instructions in LCRI 22.5D.

4) Bibliographic description. Note that the spacing and punctuation conventions applied to personal names used in access points differ from those used in the descriptive portion of a bibliographic record; for the latter, see the section below: **Other Parts of the Bibliographic Record (General)**.

Corporate Name Heading Access Points, Including Meetings, in Name Authority and Bibliographic Records

These guidelines appear also in LCRI 24.1.

1) Quotation marks. If the form of name selected as the heading includes quotation marks around an element or elements of the name, retain them (*cf.* example in rule 24.7B4). Use American-style double quotation marks in the heading instead of other forms of quotation marks.

2) Initials. If the form of name selected as the heading consists of or contains initials, regularize the spacing and put one space after an initial that is followed by a word or other element that is not an initial and no space after an initial that is followed by another initial consisting of one letter.

source:	F&H Denby
heading:	110 2# $aF & H Denby

source:	U. S. D. A. Symposium ...
heading:	111 2# $aU.S.D.A. Symposium ...

source:	B B C Symphony ...
heading:	110 2# $aBBC Symphony ...

3) Abbreviations. Precede or follow abbreviations consisting of two or more letters with a space, e.g., "Gauley Bridge (W. Va.)," "Ph. D. Associates."

4) Place name at end. If the form of name selected as the heading includes a place name at the end and the place is enclosed within parentheses or is preceded by a comma-space, retain in the heading the punctuation as found.

> 110 2# $aCalifornia State University, Northridge

5) Numerical or alphabetical designation. When the name of a body consists of both a numerical or alphabetical designation and words indicating the body's function, include both in the heading for the body. Separate the two parts with a dash (two hyphens).

source:	Abteilung V - Vermessungswesen
heading:	110 2# $a[Parent body].$bAbteilung V--Vermessungswesen

source:	Social and Economic Sciences (Section K)
heading:	110 2# $a[Parent body].$bSocial and Economic Sciences--Section K

source:	Sub-task Force I, Gas Dissolved in Water
heading:	110 2# $a[Parent body].$bSub-task Force I--Gas Dissolved in Water

6) Dash or hyphen. If the form of name selected as the heading includes a dash or a hyphen that sets off a data element (usually a place name), regularize the punctuation by using a dash (two hyphens) without spacing on either side.

source:	University of Nebraska—Lincoln
heading:	110 2# $aUniversity of Nebraska--Lincoln

source:	Centro abruzzese di ricerche storiche - Teramo
heading:	110 2# $aCentro abruzzese di ricerche storiche--Teramo

7) Year in conference name. If the form of name of a conference selected as the heading contains an abbreviated or full form of a year, regularize the spacing by insuring that one space precedes the year regardless of the configuration of the year (e.g., use of an apostrophe or other character as a substitute for a portion of the year; the full form of a year combined with another element without spacing).

| *source:* | CDS2000 |
| *heading:* | `111 2# $aCDS 2000 ...` |

| *source:* | CP 2000 |
| *heading:* | `111 2# $aCP 2000 ...` |

| *source:* | CP98 |
| *heading:* | `111 2# CP 98 ...` |

| *source:* | ECOOP'99 SCM-9 Symposium |
| *heading:* | `111 2# $aECOOP '99 SCM-9 Symposium ...` |

8) Series of words. Add a comma to a series of words appearing in an English-language name except before an ampersand. *Exceptions*:

a) For British headings, follow the punctuation in the publication, which normally will not include a comma before the conjunction in the series of words, e.g.,

```
          110 1# $aGreat Britain.$bMinistry of Agriculture,
                  Fisheries and Food
not       110 1# $aGreat Britain.$bMinistry of Agriculture,
                  Fisheries, and Food
```

b) For Canadian headings, follow the punctuation provided by the National Library of Canada.

Note: Headings originally established before January 1981 that are in accord with current policy except for punctuating words in series were coded "AACR2" before September 1982. Continue to use the existing form of the established heading in post-August 1982 cataloging. (Headings other than those from the National Library of Canada or British or Irish headings coded after August 1982 will be in accord with AACR2 and current LC policy.)

Bibliographic Linking Entries

For linking entries (MARC 21 fields 76X-78X), in general follow the conventions in the sections above with respect to punctuation/spacing. Note, however, unlike name authority headings and references, the individual components of names in subfields $a (Main entry heading), $s (Uniform title), and $t (Title) are not subfielded.

Subfields $a and $s end with a period or other mark of ending punctuation. Subfield $t does not end in a mark of ending punctuation except when such a mark is part of the data. When subfield $b (Edition) follows subfield $t, subfield $t ends in a period or other mark of ending punctuation. *Exception*: The National Library of Canada inputs a period at the end of subfield $t. LC/CONSER and PCC practice is to retain the period when using these records.

Subfields $x (ISSN) and $g (Relationship information) are not preceded by a comma.

LC practice: In subfield $w (Record control number) LC does not, for system reasons, supply

the blank (space) at the end of a two-digit year LCCN called for by MARC 21.

Other Parts of the Bibliographic Record (General)

1) Elements that are not initials, etc. Leave only one space after a period. If a personal name consists of separate letters, record the letters without internal spaces, regardless of how they are presented in the source of information.

> *chief source:* X Y Z
> > *(Letters representing a personal name)*
>
> *transcription:* XYZ

2) Initials, etc. Record initials, initialisms, and acronyms without internal spaces, regardless of how they are presented in the source of information. Apply this provision also whether these elements are presented with or without periods.

```
Pel battesimo di S.A.R. Ludovico ...
KL Ianuarius habet dies XXXI
Monasterij B.M.V. campililioru[m]
J.J. Rousseau
$aNew York :$bW.W. Morrow,$c1980.
```

In some cases personal name initials may be presented in a source without periods. When they are known to be initials, regularize the punctuation by inserting a period after each letter. In case of doubt, do not insert periods.

> chief source: by T S Eliot
> *transcription:* by T.S. Eliot

> *but*   chief source: Dr. X goes to the movies
> > *transcription:*   Dr. X goes to the movies

Input one space after an initial that is followed by a word or other element that is not an initial and no space after an initial that is followed by another initial consisting of one letter.

> *source*:   F&H Denby
> *transcription*: F & H Denby ...

> source: AT&T Bell Laboratories technical journal
> *transcription:* AT & T Bell Laboratories technical journal ...

> *source:*   R&D report
> *transcription:*   R & D report ...

> *source*:   U. S. D. A. Symposium ...
> *transcription*: U.S.D.A. Symposium ...

```
source:        B B C Symphony ...
transcription: BBC Symphony ...
```

Treat an abbreviation consisting of more than a single letter as if it were a distinct word, separating it with a space from preceding and succeeding words or initials.

```
Ph. D.
Ad bibliothecam PP. Franciscan. in Anger
Mr. J.P. Morgan
Paratiyum camukamum /$cMa. Pa. Periyacamit Turan
$aCharleston, W. Va. :$b[s.n.],$c1980.
... by Wm. A. Brown
```

If two or more distinct initialisms (or set of initials), acronyms, or abbreviations appear in juxtaposition, separate each from the other with a space.

```
M. J.P. Rabaut
        (i.e., Monsieur J.P. Rabaut)

par R.F. s. d. C. Paris ...
        (i.e., par Roland Fréart, sieur de Chambray ...)
```

3) Year in the name of a conference. When transcribing the name of a conference that contains an abbreviated or full form of a year, regularize the spacing by insuring that one space precedes the year regardless of the configuration of the year (e.g., use of an apostrophe or other character as a substitute for a portion of the year; the full form of a year combined with another element without spacing).

```
source:        CDS2000
transcription: CDS 2000

source:        CP 2000
transcription: CP 2000

source:        CP98
transcription: CP 98

source:        ... ECOOP'98 workshop reader ...
transcription: ... ECOOP '98 workshop reader ...

source:        ECOOP'99 SCM-9 Symposium
transcription: ECOOP '99 SCM-9 Symposium
```

4) Dash in a title. When transcribing a title that contains a dash and it is to be retained because the data element(s) following the dash are part of the title proper, transcribe the dash as two adjacent hyphens, with no space on either side of the hyphens.

>*source:*   Bridge reinspection report[dash]phase I ...
>*transcription:* `Bridge reinspection report--phase I ...`
>
>*source:*   Byrd family in Indiana[dash]1880-1990
>*transcription:* `Byrd family in Indiana--1880-1990`

5) Variant title. Do not end a variant title (field 246) with a mark of ending punctuation except when it is part of the data (e.g., a period in an abbreviation).

Punctuation in Titles Proper that is also ISBD Punctuation

For the very particular treatment of punctuation occurring in titles proper that is also ISBD punctuation, see LCRI 1.1B1.

Punctuation at the End of Fields 245, 250, 260, 300, 310/321, 362

As rule 1.0C indicates, the ISBD punctuation between areas (period-space-dash-space) is omitted only when the next area is paragraphed. By long-standing practice, fields 245, 250, and 260 constitute a paragraph as do fields 300-4XX. That same long-standing practice treats MARC 21 5XX as individual paragraphs. Thus, the period-space-dash-space would not be used to separate the physical description area from the publication, distribution, etc., area or to separate the first note of the note area from the physical description or the series areas.

1) Fields 245, 250. If either field 245 or 250 does not end in a period, add one. Such a period is needed to generate the period-space-dash-space separator in a potential paragraphed display. In the following examples of paragraphed displays, the period of the period-space-dash-space separator is in the record but the "space-dash-space" is not; it is generated by the display software.

>   `245 00 $aWhy me?.`
>   `260 ## $aBirmingham, Ala. :$bWesting Co.,$c1982.`
>*display*:   `Why me?. -— Birmingham, Ala. : Westing Co., 1982.`
>
>   `245 00 $aWestlake's A study of "Singin' in the rain".`
>   `260 ## $aBridgeport, Utah :$b[s.n.],$c1983.`
>*display*:   `Westlake's A study of "Singin' in the rain". -—`
>   `Bridgeport, Utah : [s.n.], 1983.`
>
>   `250 ## $a[1st ed.].`
>   `260 ## $aChicago, Ill. :$bPogner Corp.,$c1984-`
>*display*:   `. -— [1st ed.]. -— Chicago, Ill. : Pogner Corp., 1984-`

2) Field 260. Field 260 ends with a period, a closing parenthesis, a closing bracket, a question mark, or a hyphen). *Exceptionally*, when no date is present in a serial or integrating resource description, the field does not end in a mark of ending punctuation unless it is part of the name of the publisher (i.e., in the absence of a date, no punctuation is added). Since it is *LC practice* for monographs to enclose temporary data within angle brackets (see **LC/CONSER Practice for Temporary/Uncertain Data** below), this field may also end in an angle bracket.

3) Field 300. Field 300 ends in a period or a closing parenthesis. When field 300 is followed by a 4XX field, insure that it ends in a period. In the following examples, the parentheses surrounding the series statements are not in the record; instead, they are generated by the display software.

```
                        300 ## $a271 p. ;$c21 cm. +$e1 atlas (37 p., 19 leaves
                                ; 37 cm.).
                        490 1# $aResearch series
            display:    271 p. ; 21 cm. + 1 atlas (37 p., 19 leaves ; 37 cm.).
                                -- (Research series)
                        300 ## $a96 p. :$bill. ;$c18 cm.
                        440 #0 $aR & D publications
            display:    96 p. : ill. ; 18 cm. -- (R & D publications)
```

4) Fields 310/321. These fields do not end in a period unless it is part of the data. They can end in a hyphen (open date), a right parenthesis (qualifying information), or an angle bracket (LC/CONSER practice for temporary data).

5) Field 362. For the ending mark of punctuation, apply the convention stated below in *2) Ending mark of punctuation (5XX)* in the section **Punctuation in Notes.**

Punctuation in Notes

1) Additional information expected. When additional information is expected, precede or follow a hyphen with one space.

```
                        246 1# $iIssues for Oct. 1975- have title:$aCrime &
                                delinquency

                        500 ## $aVol. 9- edited by G. Svehla has title ...

                        500 ## $aVols. -10 translated by ...

                        500 ## $aVols. for -1979 also have additional section
                                called ...
```

2) Ending mark of punctuation (5XX). See also the section "*g) Notes area (5XX)*" below under **LC/CONSER Practice for Temporary/Uncertain Data**.

For 5XX notes, an ending mark of punctuation is a period (.), quotation mark ("), question mark (?), exclamation mark (!), hyphen (- ; used at the end of an open date, etc.), and (LC/CONSER practice) angle bracket (>). End each note with a period or other mark of ending punctuation.

```
                        504 ## $aIncludes bibliographical references (p. 310-
                                325).
```

If a note ends in a quotation mark, input a period or other mark of ending punctuation inside

the quotation mark.

>   500 ## $a "Circulated privately to her friends: not for
>   sale."

Note that these guidelines relate to punctuation at the end of the data constituting a note itself. Under certain circumstances, a field may actually end with MARC 21 subfields as follows:

a) $5 (Institution to which field applies), in which case there is no punctuation at the end of the field.

>   500 ## $aLC set incomplete: v. 12 wanting. $5DLC

b) $u (Uniform Resource Identifier), in which case the last character in the field is whatever is the last character of the URI.

>   530 ## $aElectronic version also available to purchase
>   at:$u http://www.thelearner.com

> *but*   530 ## $aAvailable online at the U.S. Census Bureau Web
>   site (http://www.census.gov).

c) $7 (Fixed-length data elements of reproduction) defined for used in field 533; when used, there is no punctuation at the end of the field.

>   533 ## $aMicrofilm.$m1962-1966.$bAnn Arbor, Mich.
>   :$cUniversity Microfilms
>   International,$d1988.$e1 microfilm reel ; 35
>   mm.$7d19621965miuuua

EXCEPTIONS:

Incomplete 505 field, fields 510, 535, 536, 583, 586. These fields do not end in a period or other mark of ending punctuation unless it is part of the data, e.g., a period that is part of an abbreviation or a hyphen at the end of an open date, etc.

LC/CONSER Practice for Temporary/Uncertain Data

1) General. Indicate that data are temporary or uncertain by enclosing them within angle brackets (< >). Such data display in all cases. Treat angle brackets as regular characters, applying normal spacing conventions preceding and following them as illustrated in the examples.

When a date is enclosed within angle brackets, do not use spacing to show that it is an open one: "<1981->" When an open date occurs outside angle brackets, use normal spacing preceding or following a hyphen unless preceded or followed by a temporary date enclosed within angle brackets, e.g., "1979-<1980>" or "<1979>-1980."

When spans of beginning and/or ending dates or numbers include temporary data, give the

hyphen within or outside the angle brackets as shown in the following examples:

```
<1966->
<-no. 47>
<May 2001-v. 3, no. 2>
1998-<fall 2001>
<Bd. 4>-Bd. 12
```

When holdings are enclosed within angle brackets, do not use spacing to show that they are temporary.

```
300 ## $av. <1>
```

```
505 1# $a-- v. 2. La foto-restituzione grafico-numerica.
        pt. 1. Generalita (2 v.). pt. 2. Fotographie
        oblique <v. 1>
```

2) Detailed guidelines for recording temporary/uncertain data.

    a) Changes in title data (246/247).

```
246 1# $iAdded title page title <release 5, published
        1999>:$aMath education scholarships
```
    (*Updating loose-leaf*)

```
246 1# $iParallel title in HTML header <Jan. 13,
        2002>:$aChildren and young persons
```
    (*Updating Web site*)

```
246 14 $aState publications monthly checklist$f<July
        1976->
```
    (*Serial*)

```
247 10 $aMembership directory$f<update 2, published 1999>
```
    (*Updating loose-leaf*)

    b) *Publication, distribution, etc. area (260).* These conventions do not apply to serials or integrating resources (temporary data not recorded in this field).

       Permanent date. If an entire date is judged to be permanent, record it without angle brackets.

```
        , 1980-
not     <1980-> or , 1980-<    >
```
    (*v. <1>; v. 1 published in 1980*)

Temporary date. If a portion of a date is temporary, enclose the portion in angle brackets.

```
, 1980-<1981>
      (v. <1-2>; v. 2. published in 1981)

, <1981->
      (v. <2>; v. 1-2 published in 1981; LC has only v. 2)

, <1979>-1981.
      (v. <2-3>; 3 v. set; LC does not have v. 1)

, <c1978-c1980>
      (v. <2-3>; 5 v. set; LC does not have v. 1 or v. 5)
```

Non-Christian era date. When the expression of date includes one from the non-Christian era and that date is temporary (as when cataloging a multipart item from other than volume 1), consider the whole expression of date as temporary and give the whole in angle brackets, e.g., `<Shōwa 57- [1982->`

c) *Physical description area (300).* These conventions do not apply to serials or integrating resources (temporary data not recorded in this field).

General. Holdings are recorded in holdings and item records. In general, record holdings for incomplete ("open entry") multipart items in the bibliographic record as well.

Bibliographic record. Record holdings in angle brackets following the specific material designation until the item is complete and the record is closed.

1) When a single piece of a multipart item is held, record only the piece/number designation.

```
v. <1> :
sheets <3> :
sound discs <2> :
film cassettes <B> :
maps <4> :
```

2) When more than one piece of a multipart item is held, indicate the piece numbers/designations held inclusively, if they are consecutive, or individually if they are not consecutive.

```
v. <1-2> :
film cassettes <3, 5> :
microfilm reels <4, 6, 7-10> :
microscope slides <A-C, E> :
1 atlas (v. <1> ; maps (some col.) ; 43 cm.) + <1>
      texts (30 cm.)
```

3) For multipart items in which the number of bibliographic units differs from the number of physical units (as originally issued in contrast to subsequent binding (cf. LCRI 2.5B18)), formulate an intelligible statement of the situation as follows:

a) Record the numbers/designations of the bibliographic units held followed by a semicolon, the word "in" and the number of physical units; enclose the entire statement within angle brackets following the specific material designation.

```
v. <v. 1-2; in 3> :
```

b) In complicated situations it is necessary to judge the best formulation on a case-by-case basis. In general, when bibliographic units are themselves further divided into parts, etc., indicate this by using the numbers/designations applicable to each unit, separating this information by semicolons.

```
v. <v. 1, pt. 1; v. 2; in 3> :
```

The formulation given in the physical description area may depend upon whether a contents note is given, and if so, the information included there. For example, if all parts of a volume are held and are recorded in the notes area, it is not necessary to itemize them in the extent of item statement as well.

```
v. <v. 1, pts. A-B; v. 2, pts. A-B; v. 3, pts. A-B; v.
4, pts. A-B; v. 5-14; in 18> :
     (No contents note given)

v. <v. 1; v. 2, pts. A-B; in 3> :
505 1# $aNo. 1, pt. 1. Inorganic ligands / compiled by
        Lars Gunnar Sillén. Pt. 2. Organic including
        macromolecule ligands / compiled by Arthur E.
        Martell -- [No. 2.] Pt. A. Inorganic ligands /
        compiled by Erik Högfeldt. Pt. B. Organic
        ligands / compiled by Douglas D. Perrin (2 v.)

v. <v. 1, pt. 1; v. 2; in 3>
505 1# $av. 1. Introduction <pt. 1> - v. 2. Guide (2.
        v.).
```

4) For multipart items in which the number of pieces is very large or the pieces have no individual numbering/designations, give in angle brackets the cumulative number of pieces held. If the set is incomplete, give the number *preceding* the specific material designation.

```
<50> playing cards
     (Complete in 52 playing cards)

<179> sheets
     (Complete in 200 sheets)
```

d) *Frequency information (310/321)*

```
310 ## $aUpdated monthly,$b<May 15, 2001>
321 ## $aUpdated quarterly,$b<Sept. 9, 1999>
        (Updating loose-leaf)

310 ## $aUpdated daily,$b<Aug. 15, 2002>
321 ## $aFrequency varies,$b<Feb. 2, 1999>
        (Updating Web site)

310 ## $aQuarterly,$b<Nov. 1984-v. 16, no. 3>
321 ## $aSemimonthly,$b<Oct./Nov. 1971->
        (Serial)
```

e) *Series area: open entry multipart items in series (4XX).* When a multipart item itself is in a series and the multipart item is classified as a collection, record the numbering of the series in the collected set record according to the following guidelines until the multipart item is complete.

1) Record the series numbering for the first or last volume as permanent data, i.e., not within angle brackets.

2) Record all the series numbering as permanent data when the first or last volume is in hand with other consecutive volumes of the multipart item and the series numbering is scattered.

3) In all other situations, record the series numbering as temporary data, i.e., within angle brackets.

Use a hyphen to separate consecutive numbers and a comma to separate scattered numbers. When the multipart item is complete, show all numbering as permanent data.

First or last volume of multipart item being cataloged

no other volumes

```
245    $aMultipart item title
300    $av. <1>
4XX    $a_____; $vv. 13
       (v. 1 of multipart item is v. 13 of series)

245    $aMultipart item title
300    $av. <5>
4XX    $a_____; $vno. 22
       (v. 5 of multipart item is no. 22 of series)
```

other volumes and series numbering consecutive

```
245    $aMultipart item title
300    $av. <1-2>
4XX    $a_____; $vno. 3-<4>
       (v. 1-2 of multipart item are no. 3-4 of series)
```

other volumes and series numbering scattered

```
245    $aMultipart item title
300    $av. <1-3>
4XX    $a_____; $vv. 5, 7, 10
       (v. 1-3 of multipart item are v. 5, 7, 10 of series)
```

```
245    $aMultipart item title
300    $av. <1, 3>
4XX    $a_____; ‡vno. 24, <30>
       (v. 1, 3 of multipart item are no. 24, 30 of series)
```

Volumes other than first or last volume of multipart item being cataloged

only one volume in hand:

```
245    $aMultipart item title
300    $av. <2>
4XX    $a_____; $vno. <18>
       (v. 2 of multipart item is no. 18 of series)
```

more than one volume in hand and series numbering consecutive

```
245    $aMultipart item title
300    $av. <2-4>
4XX    $a_____; $vno. <9-11>
       (v. 2-4 of multipart item are no. 9-11 of series)
```

more than one volume in hand and series numbering scattered

```
245    $aMultipart item title
300    $av. <2, 4>
4XX    $a_____; $vno. <31, 42>
       (v. 2, 4 of multipart item are no. 31, 42 of series)
```

Change from previous practice: Note that it is no longer necessary to create an 8XX added entry solely because the numbering is not consecutive or the first number is not permanent. It is not necessary to change existing records that reflect the old practice until the record is closed. Optionally, such a record may be changed before it is closed subject to any directions made by a unit and applicable at the unit level. If it is necessary to create an 8XX added entry for some other reason, give the numbering in the same manner as for 4XX fields.

       f) Series area: only some issues of a serial or parts of a multipart item in a series (4XX). If some issues of a serial or parts of a multipart item are in a series and others are not, precede the series title with an indication of the particular issues or parts to which the series applies. Separate the indication from the series title with a colon-space.

```
490 1# $a<1981->: Reference works

490 1# $a<1979>-May 1980: Department of State
        publication ;$v7894

490 1# $av. 1: Dance and dancers to-day ;$v13
```

  g) *Notes area (5XX).*

      Dates. Record dates as provided in *1) General* above.

```
500 ## Issued by: [body], 1888- ; by: [body], <1993->
```

      Volume numbers. Record volume numbers as provided in 2) c) above.

```
500 ## $aVols. <1.3, 2.1> edited by P.G. Durniok and
        published by P. Hanstein, Cologne.

500 ## $aVol. <2> has imprint ...


500 ## $aVols. 1-6 prepared by H. Lepage; v. 7-<8> by E.
        Duvernoy.
```

    Do not use "empty" angle brackets; instead, insert one space after or before a hyphen if additional information is expected.

```
500 ## $aVol. 9- edited by G. Svehla has title ...

500 ## $aVols. -10 translated by ...
```

      Contents notes. If volume one is not held, begin the field with two adjacent hyphens followed by a space and the number of the first volume actually held.

```
300 ## $a<v. 2, pt. 1-2; in 3>
505 1# $a-- v. 2. La foto-restituzione grafico-numerica.
        pt. 1. Generalita (2 v.). pt. 2. Fotographie
        oblique <v. 1>
```

    If the set is incomplete but volume one is held, put the space-dash-space before each title (other than for volume one) that is being recorded and leave four spaces for the missing volume(s).

When the number of bibliographic units differs from the number of physical units and the parts of each bibliographic unit are indicated in the contents note, record the numbers/designations of the parts that are incomplete in angle brackets. In general, include in the angle brackets any designation of the part, especially if this varies from the designation of the larger unit of which it is a part.

```
300 ## $a<pt. 1; pt. 2, v. 1; in 3>
505 1# $apt. 1. Historical study. v. 1, Text. v. 2,
        Notes. -- pt. 2. Annexes: alphabetic repertory
        of noble families <v. 1>
```

h) *Bibliographic linking entry notes (76X-78X).* Record dates and/or numbers as provided in *1) General* above in this section.

```
777 08 $iVols. for 1997-<2000> issued with:$tXYZ
        newsletter

770 0# $tDonneés statistiques pour la Haute
        -Normandie$g<1982->
```

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1.0E. LANGUAGE AND SCRIPT OF THE DESCRIPTION.

When applicable, apply these guidelines, including the use of brackets, to headings.

Font Features

Do not attempt to replicate font features such as bold and italic (e.g., when used to indicate a scientific name) through the use of underlining or other means of indicating such features.

Pre-Modern Forms of Letters

In general, transcribe letters as they appear in the source. However, convert earlier forms of letters and earlier forms of diacritical marks into their modern form, as specified herein. If there is any doubt as to the correct conversion of elements to modern forms, transcribe them from the source as exactly as possible. (See also the section on *Special Letters, Diacritical Marks, and Punctuation Marks.*)

The following represent a special case: u/v, uu, or vv/w. When these letters are used in Latin and some other languages without regard to their vocalic or consonantal value, so that "u" is used for a "v," etc., the transcription should be regularized. This means that for the bibliographic description of items published after 1800,

1) use v for consonants, e.g., vox, Victoria;

2) use u for vowels, e.g., uva, Ursa Major;

3) use w for consonantal uu or vv, e.g., Windelia.

Follow this guide also for publications of any date when the case is not one of bibliographic description, e.g., headings or citations from reference works.

The letters i/j should be handled differently. For the bibliographic descriptions of items published after 1800, transcribe "i" and "j" as they appear; do not attempt any regularization. Follow this stipulation also for uniform titles for series. For any other case of headings, citations from reference sources, etc.,

1) use j for consonants, e.g., jus, Julius;

2) use i for vowels, e.g., iter, Ilias.

N.B. For the transcription of any of these letters in bibliographic description for pre-1801 publications, apply *Descriptive Cataloging of Rare Books* (DCRB). For the use of uniform titles, so that DCRB titles file properly (i.e., together with the titles of post-1800 publications), see LCRI 25.1.

Matter That Cannot Be Reproduced by the Facilities Available

The rule, in effect, requires as much fidelity to the source as the technical capacity within the cataloging agency will allow. It recommends a "cataloguer's description in square brackets" for any "matter that cannot be reproduced by the facilities available." Generally, this is a practicable solution, but there are special instances in which doing other than describing the matter is appropriate. The main purposes of these instructions are to categorize all the methods to be employed, including a "cataloguer's description," and to give specific directions for each in terms of the particular character set phenomenon encountered.

In the context of machine-readable catalog records note that as used in 1.0E and in the preceding paragraph, "facilities available" means the totality of characters that can be represented in machine-readable form and displayed/printed (known as the "MARC-8 character set"; referred to hereafter as the "character set"). These characters can also be represented in the UCS/Unicode UTF-8 character set, but the guidelines in this LCRI apply only to that subset of the Unicode UTF-8 set that has a counterpart in MARC-8, i.e., the MARC repertoire of UTF-8. Conventions appropriate to particular character set situations have been developed as follows:

> Super/subscript characters
> Greek letters
> Special marks of contraction (e.g., older printed Latin)
> Special letters, diacritical marks, punctuation marks
> Signs and symbols

Apply the appropriate conventions described in the sections below. As judged appropriate, use notes to explain and added entries to provide additional access. In the special provisions below, notes are suggested as possible models for form, not to require the use of the note.

Super/Subscript Characters

If the super/subscript placement of a character is not essential to avoid serious distortion or loss of intelligibility (e.g., n^o, 2^e, M^a), record the super/subscript character on the line in the regular manner (e.g., no., 2e). If a period is associated with the super/subscript letter (e.g., $M.^a$) and the characters are the abbreviation of a single word, record the period as the last element (e.g., Ma.). In case of serious distortion or loss of intelligibility, record the character in super/subscript position for all such characters available in the character set, namely, Arabic numerals (0-9), the minus sign (-), parentheses (()), and the plus sign (+). In all other cases use the double underscore convention described in the section on *Special Letters, Diacritical Marks, and Punctuation Marks*. Give the letter being represented in upper or lower case according to the source.

> *chief source*: The Severus scroll and 1QIs^a
> *transcription*: 245 14 $a The Severus scroll and the 1QIs<u>a</u>
> *suggested note*: 500 ## $a On t.p. "<u>a</u>" is superscript

chief source: Separation of $^{59}Fe^{III}$ and $^{59}Fe^{II}$ in neutron ...

transcription: 245 10 $a Separation of $^{59}Fe\underline{III}$ and $^{59}Fe\underline{II}$ in
                 neutron ...

suggested note: 500 ## $a On t.p. "$\underline{III}$" and "$\underline{II}$" are
                   superscript

chief source: Estimating $L_x(1)$

transcription: 245 10 $a Estimating L$\underline{x}$(1)

suggested note: 500 ## $a On t.p. "$\underline{x}$" is subscript

chief source: ENDOR hyperfine constants of V_k-type centers

transcription: 245 10 $a ENDOR hyperfine constants of V$\underline{k}$-
                 type centers

suggested note: 500 ## $a On t.p. "$\underline{k}$" is subscript

chief source: The structure of $1f_{7/2}$ nuclei

transcription: 245 14 $a The structure of 1f $_{7\underline{/}2}$ nuclei

suggested note: 500 ## $a On t.p. "$\underline{/}$" is subscript

Greek Letters

   In roman script records romanize all occurrences of Greek letters regardless of the facilities available (the intent is to assist filing and searching even though there are characters for alpha, beta, and gamma in the character set and certain Greek capital letters are identical to their roman equivalents). If the context shows that a Greek letter or letters is used to represent a letter in the International Phonetic Alphabet, however, see the section on *Special Letters, Diacritical Marks, and Punctuation Marks*.

   If the letter appears separately, give the name of the letter in the language of the context (if unknown in the language of the context, use English) enclosed within brackets. For searching purposes, insure that the bracketed interpolation is not connected with other letters. Thus, if no space appears in the source on either side of the Greek letter, put a space on either side of the bracketed interpolation, except when this interpolation is already distinct from adjacent letters by the presence of characters that serve as separators. *N.B.* This provision is necessary, because brackets do not serve as separators for searching purposes.[1]

chief source: α-, β-, and γ-spectroscopy

---

   [1] "Separators" are defined as characters that divide groups of letters or numbers into multiple words, in the context of constructing search queries. The most frequent examples are the ISBD marks of punctuation, as well as opening and closing parentheses, the hyphen, and double quotes.

transcription: `245 10 $a [Alpha]-, [beta]-, and [gamma]-`
                                    `spectroscopy`
        (*A hyphen is a separator*)

chief source: Poly-α-amino acids ...
transcription: `245 10 $aPoly-[alpha]-amino acids ...`

chief source: A history of π (pi) ...
transcription: `245 12 $a A history of [pi] (pi) ...`
        (*Parentheses are separators, but a space
        precedes* "(pi)" *in the source*)

chief source: ... at infinity of certain subclasses of $L^1 \Omega$ A(R)
transcription: `245 10 $a ... at infinity of certain`
                                    `subclasses of L¹ [Omega] A(R)`
        (*The omega in the source is a capital letter*)

chief source: A catalogue of the Connecticut Alpha of the ΦΒΚ,
        August 1847
transcription: `245 12 $a A catalogue of the Connecticut`
                                    `Alpha of the [Phi Beta Kappa],`
                                    `August 1847`

chief source: The cos π λ theorem ...
transcription: `245 14 $a The cos [pi lambda] theorem ...`

chief source: ... materials lists for high-power 10.6 μ windows ...
transcription: `245 10 $a  ... materials lists for high-power`
                                    `10.6 [mu] windows ...`

chief source: The bias in dT/d Δ calculated ...
transcription: `245 14 $a The bias in dT/d [Delta] calculated`
                                                `...`

chief source: Ζ
transcription: `245 10 $a [Zeta]`
        (*The title consists solely of the Greek letter zeta*)

     When a Greek letter is used in a word that is otherwise in the roman alphabet in the source, use the romanized form of the letter (instead of its name) in brackets.

chief source: Zara θustra and Φilo
transcription: `245 10 $a Zara[th]ustra and [Ph]ilo`

chief source: Oie wowapi waŋ Lakota-Ieska

> *transcription*: 245 10 $a Oie wowapi wan̲ Lakota-Ieska
> (*The letter in this example is from the*
> *International Phonetic Alphabet; therefore,*
> *the double underscore convention is used (cf.*
> *the section on Special Letters, Diacritical*
> *Marks, and Punctuation Marks*))

Special Marks of Contraction

When special marks of contraction have been used by the printer in continuance of the manuscript tradition, expand affected words to their full form, enclosing supplied letters within brackets.

> *on source*: Breuiarium monasticū s'm ritum ꝭ morem
> monachoꝛ Ordinis S. Benedicti de obseruātia Casinēsis
> Cōgregationis ...
> *transcription*: 245 10 $a Breuiarium monasticu[m] s[ecundu]m
> ritum [et] morem monacho[rum]
> Ordinis S. Benedicti de
> obserua[n]tia Casine[n]sis
> Co[n]gregationis ...

Do not expand conventional abbreviations in which a period follows a letter or letters. However, when an abbreviation standing for an entire word appears in the source, record instead the word itself, enclosing it in brackets, e.g., "... amico[rum] [et] ..." When the meaning of an abbreviation or contraction cannot be determined, substitute a question mark within brackets for each element in question, e.g., "... amico[?] [?] ..." When the meaning of an abbreviation or contraction is conjectural, use the question mark after the supplied letters or word within the same set of brackets, e.g., "... amico[rum?] ..."

When titles are "expanded," title added entries may be generated by the first indicator in the 245 field. The added entry will be exactly the same as the title proper (including the brackets around letters). To express a title added entry in any other form, use a 246 field.

> 246 3# $a Breviarium monasticum secundum ritum et morem
> monachorum Ordinis Sancti Benedicti de
> observantia Casinensis Congregationis

Special Letters, Diacritical Marks, and Punctuation Marks

Use the double underscore (_) as the conventional means of signaling special letters (including superscript and subscript letters), diacritical marks, and punctuation marks for which there is no exact representation in the character set. Use the double underscore with the nearest roman equivalent in cases in which the roman equivalent is obvious, e.g., ɓ = b̲; ɗ = d̲; ɖ = d̲; *f* = f̲; ħ = h̲; ŋ = n̲; ļ = l̲; ţ = t̲. When the nearest roman equivalent is not obvious or there is doubt that it is obvious, it is necessary to establish the equivalent, after which the list of equivalencies will be

updated. The equivalencies below have been established to date, mostly from the International Phonetic Alphabet (IPA). Note that the IPA uses some Greek letters; when it is judged by the context (usually some form of linguistic study) that the Greek letter probably derives from its use in the IPA, use the double underscore convention or the equivalency indicated below, not the convention for Greek letters given above.

α = a̲

ʒ = d̲

ε = e̲

ɸ = f̲

ɣ = g

ꞃ = g̲   ꞁ = G̲

ʙ = i̲   ʙ = I̲

ḻ = l̲

ɔ = o̲

σ = s̲

ʃ = s̲

θ = t̲

ʊ = u̲

ʏ = u̲

ʋ = v̲

β = v̲

ɥ = w̲

ʒ = z̲

Note that the use of the double underscore convention does not always insure a one-for-one equivalency; the intent, instead, is to signal those cases in which the character used in the catalog record is not an exact replication of the character in the source.

Exception: Do not use the double underscore convention in the following cases; use instead the

equivalent indicated:

> Old German small "e" (Fürsten) = umlaut (Fürsten)
>
> "Scharfes s" or "ess-zet" (ß) written as ligature = ss (Ausslegung)
>
> "Scharfes s" or "ess-zet" (ᵹ) written as two letters = sz (Auszlegung)
>
> Schwa (ə) = ä (e.g., as found in roman alphabet Azerbaijani)
>
> Inch/inches, second/seconds = hard sign, double prime (tvërdyĭ znak) (″)
>
> Foot/feet, minute/minutes = soft sign, prime (mîâgkĭĭ znak) (´)
>
> Superscript or subscript period = dot above (˙) or dot below (.)
>
> IPA character for glottal stop (ʔ) = ayn (ʻ)
>
> A ˌ below a letter (e̗) = dot below the letter (ẹ)

Signs and Symbols

The objective in treating signs and symbols not represented in the character set is to render or convey the intention without undue time and effort and with a minimum of interpolation, using one of the techniques described in this section. Note that a minimum of interpolation is wanted because those searching the machine catalog cannot very often be expected to "second-guess" the cataloger in this respect, i.e., users will normally formulate search queries that necessarily do not take interpolations into account. As judged appropriate, use notes to explain and added entries to provide additional access; the examples below are illustrative, not prescriptive.

1) If the symbol is judged not to be an integral or essential part of the title, do not intervene in the transcription. Instead, omit the symbol; explain its presence in a note if it is judged worth mentioning.

> *transcription*: 245 10 $a "W" today! Tomorrow?
> (*On the title page the traditional female symbol appears under the letter "W" but the preface makes it clear that the symbol is not intended to form part of the title and gives the full title*)
> *suggested note*: 500 ## $a On t.p. the symbol for female appears under the letter "W"
> *added entry*: 246 30 $a Women today! Tomorrow?

2) Use existing characters when this can be done without serious distortion or loss of intelligibility.

chief source: ℞ for tomorrow
transcription: `245 10 $a Rx for tomorrow`

chief source: When I was your age 🛑

transcription: `245 10 $a When I was your age STOP`
suggested note: `500 ## $a On t.p. "STOP" appears as a stop`
                              `sign`

3) Use the double underscore convention (cf. the section on *Special Letters, Diacritical Marks, and Punctuation Marks.*)

chief source: Yell-θ pages : environmental resources
transcription: `245 10 $a Yell-O pages : environmental`
                              `resources`

chief source: Where to stay USA from 50¢ to $9 a night
transcription: `245 10 $a Where to stay USA from 50c to $9`
                              `a night`

4) Substitute in the language of the context the word, phrase, etc., that is the obvious spoken/written equivalent (if unknown in the language of the context, use English); bracket the interpolated equivalent. If the element in the source is not preceded or followed by a space, in general precede or follow the bracketed interpolation by a space unless the preceding or following character in the source is itself also a separator or unless the use of a space would create an unintended result for searching.

chief source: I ♥ a piano
transcription: `245 10 $a I [love] a piano`
suggested note: `500 ## $a On t.p. "[love]" appears as a`
                              `heart`

chief source: A study of the ☥
transcription: `245 12 $a A study of the [ankh]`
suggested note: `500 ## $a On t.p. "[ankh]" appears as the`
                              `ankh symbol`

chief source: Poe🌲 and free verse
transcription: `245 10 $a Poe[try] and free verse`
        (*The interpolation is not preceded by a space
        because that would create two words for
        searching (brackets are not separators)*))
suggested note: `500 ## $a On  t.p. "[try]" appears as an`
                              `illustration in the form of a`
                              `tree`

chief source: Tinglysningslovens §38
transcription: `245 10 $a Tinglysningslovens [paragraf] 38`

chief source: Dokumentation der politischen Geschichte zur
       Reform des §144 STG
transcription: `245 10 $a Dokumentation der politischen`
`                  Geschichte zur Reform des`
`                  [Paragraphen] 144 STG`

chief source: ... proposed rules governing §2255 proceedings ...
transcription: `245 10 $a ... $b ... proposed rules`
`                  governing [section] 2255`
`                  proceedings ...`

chief source: Roman Opalka : 16 Details aus dem Werk 1965/
       1-∞
transcription: `245 10 $a Roman Opalka : $b 16 Details aus`
`                  dem Werk 1965/1-[unendlich]`
suggested note: `500 ## $a On t.p. "[unendlich]" appears as`
`                   the infinity symbol`)

chief source: Opalka 1965/1-∞ : 9 juin-9 juillet 1982
transcription: `245 10 $a Opalka 1965/1-[l'infinité] : $b 9`
`                  juin-9 juillet 1982`
suggested note: `500 ## $a On t.p. "[l'infinité]" appears as`
`                   the infinity symbol`

chief source: The added mass coefficient of a cylinder oscillating
       in shallow water in the limit K$\longrightarrow$0 and K∞
transcription: `245 14 $a The added mass coefficient of a`
`                  cylinder oscillating in shallow`
`                  water in the limit K --> 0`
`                  and K [infinity]`
         (*The arrow is input as two hyphens and an*
         angle bracket)
suggested note: `500 ## $a On t.p. "[infinity]" appears as`
`                   the infinity symbol`

Exception 1: Do not transcribe characters that indicate birth (e.g., an asterisk) or death (e.g., a dagger) even if such characters are in the character set. Do not use a mark of omission; instead, explain the omission in a note.

chief source: In honor of Saint Basil the Great †379
transcription: `245 10 $a In honor of Saint Basil the Great`
`                  379`
suggested note: `500 ## $a On t.p. "379" is preceded by a`
`                   dagger`

> *chief source*: Walter : *1926 ✠1945 an der Ostfront
> *transcription*: 245 00 $a Walter : $b 1926 1945 an der
>   Ostfront
> *suggested note*: 500 ## $a On t.p. "1926" is preceded by an
>   asterisk; "1945" is preceded by
>   an Iron Cross

| *Exception 2*: Ignore symbols indicating trademark (registered or otherwise), patent, etc. These include a superscript or subscript "R" enclosed in a circle (®) (ignore although included in the | character set) and the superscript or subscript letters "TM" (™). Do not explain their presence in a note. (Ignore such symbols also when they appear with elements used in headings.)

> *chief source*: The Gumby® books of letters
> *transcription*: 245 14 $a The Gumby books of letters

If the spoken/written equivalent is not obvious or if there is doubt that it is obvious or if it is unknown, give an explanation or a description in the language of the context (if unknown in the language of the context, use English).

> *chief source*: ∇-structures
> *transcription*: 245 10 $a [Inverted triangle]-structures

> *chief source*: Poluprovodnikovye soedienîà $A_2^I B^{VI}$
> *transcription*: 245 10 $a Poluprovodnikovye soedienîà AI2B<u>VI</u>
> *suggested note*: 500 ## $a On t.p. "I" appears over "2" and
>   "<u>VI</u>" is superscript

> *chief source*: Some elementary properties of the category
> $Top_M \mid B$
> *transcription*: 245 10 $a Some elementary properties of the
>   category Top<u>M</u> | B
> *suggested note*: 500 ## $a On t.p. "<u>M</u>" is subscript

If a title consists solely of a sign or symbol or one or more marks of punctuation, provide an equivalent in all cases, even if the particular symbol is itself in the character set.

> *chief source*: ☥ / Gregory Corso
> *transcription*: 245 10 $a [Ankh] / $c Gregory Corso
> *suggested note*: 500 ## $a The title consists solely of the
>   ankh symbol

> *chief source*: + : [novellaciklus] / Czakó Gábor
> *transcription*: 245 10 $a [Plusz : $b novellaciklus] / $c
>   Czakó Gábor
>   *("+" is in the character set)*

suggested note: 500 ## $a The title consists solely of a
plus sign

chief source: © / Free Spirits, Inc.
transcription: 245 10 $a [Copyright] / $c Free Spirits, Inc.
 (*"©" is in the character set*)
suggested note: 500 ## $a The title consists solely of the
the copyright symbol

chief source: ---- / Edvardas Gudavičius
transcription: 245 10 $a [Keturi brūkšniai] / $c Edvardas
Gudavičius.
suggested note: 500 ## The title consists solely of four
hyphens

but

chief source: ????? Steele's answers, by Daniel Steele ...
transcription: 245 10 $a ????? Steele's answers / $c by
Daniel Steele ...
 *(Although the title begins with marks of punctuation, it also
 contains indexable data and no special intervention is required)*

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1.4F5. *OPTIONAL ADDITION*.

Option Decision

LC practice: Apply the optional rule to materials other than books and printed serials whenever the copyright date of the item is different from the date of publication etc. (For books and printed serials, do not add a copyright date after the publication date.)

LC practice: For LC original cataloging, if a copyright date other than a phonogram copyright date is being recorded, transcribe the copyright date preceded by a lowercase "c"; transcribe the phonogram copyright date preceded by a lowercase "p." When either "©" or "℗" is used in other than LC original cataloging, retain it and treat as a "pass through" data element.

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21.2C. CHANGES IN TITLES PROPER. SERIALS.

LC/PCC practice

Apply this rule and LCRI only to serials (including monographic series) and to series-like phrases.

General guidelines

1) When determining if there has been a major change or a minor change on a subsequent issue or part, compare the title on that issue or part (1) to the title proper recorded in the title and statement of responsibility area in the serial bibliographic record, or (2) to the title proper recorded in the heading of the series authority record for a monographic series or other serial.

2) Multiple minor changes in the title do not equal a major change.

In applying category b)i) of 21.2C2b, consider that "one spelling vs. another" applies both in the case of ordinary orthographic variations and in the case of official orthographic changes. Consider that "a change in grammatical form" includes singular vs. plural, adjective vs. noun, and genitive vs. nominative.

In applying category b)iii), if the change is in the name of a body that is part of the title proper and the change requires the creation of a new heading for the body (cf. 24.1C), consider such a change to be a major change. Consider the presence or absence of the name or title of the official of the body to be a minor change. Consider the presence or absence of the body to whom a publication is presented to be a minor change.

For category b)v), also consider the situation to apply when the title is given in more than one script. Do not consider there to be a major change if the addition of the title in another language or script on a later issue would affect the choice of title proper if the description were based on that issue.

For category b)vii), also consider the situation to apply when the language of the title varies according to the language of the text.

For categories b)v) and b)vii), consider that there has been a major change if there is evidence that the publisher intentionally changed the title; such evidence may include, for example, a statement by the publisher or a new ISSN printed on the publication.

In applying category b)viii), consider that "a list" means at least three terms.

In applying category b)ix), note that the change from one word to another (e.g., the change from "magazine" to "journal") is a major change. The word "series" does indicate a type of resource. A word denoting frequency (e.g., "monthly") does not indicate a type of resource.

Exceptions

1) *Session Laws of the U.S. States. LC/PCC practice:* Consider all changes in the title proper to be minor changes and do not create new entries (cf. LCRI 25.15A1).

2) *17th-19th Century U.S. almanacs. LC practice:* Generally, consider all changes in the title proper to be minor changes and do not create new entries.

```
245 10 $a XXV sʻezd KPSS i problemy ideologicheskoĭ
             borʻby ...
246 3# $a 25. sʻezd KPSS i problemy ideologicheskoĭ
             borʻby v stranakh Azii i Afriki
246 3# $a Dvadt͡sat' pi͡atyĭ sʻezd KPSS i problemy
             ideologicheskoĭ borʻby v stranakh Azii i
             Afriki
```

but
```
245 10 $a Neotropical Microlepidoptera XIX ...
246 3# $a Neotropical Microlepidoptera 19
```
         (*No 246-derived title added entry from spelled-out form*)

(4) *Spelled-out form.* Make a 246-derived title added entry substituting an arabic numeral for the spelled-out form if it is thought that some users of the catalog might reasonably expect that was the form in the source.

```
245 14 $a The road of a thousand wonders ...
246 3# $a Road of 1000 wonders

245 12 $a A thousand and one facts about Soviet
             Estonia ...
246 3# $a 1001 facts about Soviet Estonia

245 10 $a Eighty blocks from Tiffany's ...
246 3# $a 80 blocks from Tiffany's
```

but
```
245 10 $a Two years before the mast ...
```

e) *Signs and symbols.* When a sign or symbol occurs as one or in one of the first five words filed on in a title proper, make a 246-derived title added entry substituting the name or a written form for the corresponding sign or symbol if this can be done concisely and if it is thought that some users of the catalog might reasonably expect that the sign/symbol would be recorded in that form in the source.

```
245 10 $a Transforming #1 ...
246 3# $a Transforming number one

245 10 $a 100% cooperation with the United States ...
246 3# $a One hundred percent cooperation with the
             United States

245 14 $a The $2 window on Wall Street ...
246 3# $a Two dollar window on Wall Street

245 10 $a Registering for ©
246 3# $a Registering for copyright
```

```
                        245 10 $a Poe[try] : $b a simple introduction ...
                        246 3# $a Poe
                        246 30 $a Simple introduction to experimental poetry
                        500 ## $a On t.p. "[try]" appears as an illustration
                                 of a tree.

          but           245 10 $a Tables of the error function and its
                                 derivative, [reproduction of equations for
                                 the functions] ...
```

f) *Other*. If a title proper contains data within the first five words filed on for which there could be an alternate form that would be filed differently, make a 246-derived title added entry under that form if it is thought that some users of the catalog might reasonably expect that form to be given in the source.

```
                        245 10 $a Actfive and other poems ...
                        246 3# $a Act five and other poems
```

3) *Alternative titles*. See the subsection 7) *Portion of title proper* below.

4) *Corrected titles proper*. (For corrected titles other than titles proper, see subsection *10)* under "**Guidelines for Making Title Added Entries for Other Titles Borne by an Item**" below.) In encountering titles proper that contain an incorrect form of some kind, insure that there is title access through both the incorrect and the corrected forms.

a) *Titles of monographs corrected by "[i.e. ...]" and "[sic]" or by bracketing missing letters (cf. 1.0F1)*. When the "[i.e. ...]," "[sic]" or bracketed letter(s) technique is used to correct a title proper, make two title added entries: a 246-derived one for the title in its uncorrected form and one in its correct form.

```
                        245 02 $a A nev [i.e. new] mechanism for transnational
                                 media complaints ...
                        246 3# $a Nev mechanism for transnational media
                                 complaints
                        246 3# $a New mechanism for transnational media
                                 complaints

                        245 04 $a The wolrd [sic] of television ...
                        246 3# $a Wolrd of television
                        246 3# $a World of television

                        100 1# $a Patriot, John.
                        245 10 $a One day's d[u]ty ...
                        246 3# $a One day's dty
```

9) *Uniform title*. *LC practice:* Do not make title added entries for uniform titles. There may, however, be instances in which a title added entry is the same as the uniform title (e.g., cf. subsection 7) d) immediately above).

Items Without Collective Title

1) *Change in AACR2/content designation.* For items without a collective title, *Amendments 1993* to the *Anglo-American Cataloguing Rules* changed the placement of the general material designation ("GMD"), which in turn changed the manner of providing title access in such cases. The GMD now follows the first title transcribed instead of the last. That change stimulated a change in the content designation for items without a collective title: the second title immediately adjacent to the first is now treated as "remainder of title" (subfield $b). This change, effective 1994, applies in all cases even when a GMD is not being assigned to the item.

With GMD

pre-1994 policy

```
245 10 $a Title A ; Title B ; Title C $h [GMD] / $c
        statement of responsibility
```

1994- policy

```
245 10 $a Title A $h [GMD] ; $b Title B ; Title C  /
        $c statement of responsibility
```

Without GMD

pre-1994 policy

```
245 10 $a Title A ; Title B / $c statement of
        responsibility
```

1994- policy

```
245 10 $a Title A ; $b Title B / $c statement of
        responsibility
```

This change in content designation meant some changes in the existing policy on providing access to the titles being recorded in the title and statement of responsibility area, since the titles immediately following the first are no longer included in the same subfield as the first (subfield $a). Subfield $a now ends before any other data element that follows the first title (the GMD, the second title, the first parallel title, the first other title information, the first statement of responsibility).

2) *Title access to independent titles.* Make a title added entry for each title being recorded if there are two or three titles. Usually make a 245-derived title added entry for the first. The

second and third titles must be provided for explicitly by using the redefined 740 field (Added entry — Uncontrolled related/analytical title) and recording value "2" in the second indicator position (Analytical entry). (Cf. the examples in 3) *Title access to 245 title string* immediately below). If there are four or more titles being recorded, make a 245-derived title added entry only for the first.

NOTE: record in a 246 field varying forms of an independent title occurring in a 245 $a subfield; record in a 740 field varying forms of an independent title occurring elsewhere.

NOTE: generally do not make an added entry for a title that is not sufficiently distinctive to be a useful access point.

```
`                    100 1# $a Vaughan Williams, Ralph, $d 1872-1959.
                     245 10 $a Flos campi $h [sound recording] : $b for
                             viola, voices, and orchestra ; Suite for viola
                             and orchestra / $c Ralph Vaughan Williams.
```
(Note: No 740 field title added entry for the second title because it is not sufficiently distinctive)

```
                     100 1# $a Hilmar, František Matěj, $d1803-1881.
                     245 10 $a Czech polkas $h [sound recording] = $b
                             Tschechische Polkas / $c František Hilmar.
                             Slavonic maidens : orchestral suite = Slawische
                             Frauen / Jan Malát.
                     246 31 $i Tschechische Polkas
                     740 02 $a Slavonic maidens.
                     740 02 $a Slawische Frauen.

                     100 1# $a Haydn, Joseph, $d 1732-1809.
                     245 10 $a Sinfonie Nr. 45 fis-Moll Hob. I, 45 $h [sound
                             recording] : $b Abschieds-Sinfonie ; Sinfonie
                             Nr. 17 F-Dur, Hob. I, 17 ; Sinfonie Nr. 27 G-
                             Dur, Hob. I, 27 / $c Joseph Haydn.
                     246 30 $a Abschieds-Sinfonie
```
(*Note: No 740 field title added entry for the second and third titles because they are not sufficiently distinctive*)

3) *Title access to 245 title string. Previous LC practice:* For the period February 1994 to November 2002, LC made a title added entry for the complement of titles immediately adjacent to one another appearing at the beginning of the title and statement of responsibility area and treated as a unit by recording the titles without the GMD but with the prescribed punctuation used in the title and statement of responsibility area. For the period February 1994-November 1995, field 740 0# was used to provide this added entry; from December 1995 to November 2002 field 246 3# was used. As of December 2002, LC follows the current practice described above in *2) Title access to independent titles*. There will be no systematic attempt to update records done under the previous practice.

Previous practice (December 1995-November 2002) showing use of field 246 3# to provide access to the 245 title string as it appears on the source.

```
100 1# $a Berkeley, George, $d 1685-1753.
240 10 $a Treatise concerning the principles of human
          knowledge
245 10 $a Principles of human knowledge ; $b and,
          Three dialogues / $c edited with
          introduction by Howard Robinson.
246 3# $a Principles of human knowledge ; and, Three
          dialogues
700 12 $a Berkeley, George, $d 1685-1753. $t Three
          dialogues.
740 02 $a Three dialogues.
```

Current practice (December 2002-) showing that field 246 3# is no longer used to provide access to the 245 title string as it appears on the source.

```
100 1# $a Berkeley, George, $d 1685-1753.
240 10 $a Treatise concerning the principles of human
          knowledge
245 10 $a Principles of human knowledge ; $b and,
          Three dialogues / $c edited with
          introduction by Howard Robinson.
700 12 $a Berkeley, George, $d 1685-1753. $t Three
          dialogues.
740 02 $a Three dialogues.
```

4) *Models illustrating title access.* The following models illustrate the various conditions of title access that may occur for items without a collective title. These models are **LIMITED** to showing the various patterns that may occur. They do **NOT** include any controlled forms of added entries, e.g., controlled analytic added entries, that might also be appropriate.

```
245 10 $a Title A $h [GMD] ; $b Title B / $c statement
          of responsibility.
740 02 $a Title B.

245 10 $a Title A ; $b Title B / $c statement of
          responsibility.
740 02 $a Title B.

245 10 $a Title A $h [GMD]. $b Title B.
740 02 $a Title B.

245 10 $a Title A. $b Title B.
740 02 $a Title B.
```

```
245 10 $a Title A $h [GMD] ; $b Title B ; Title C / $c
           statement of responsibility.
740 02 $a Title B.
740 02 $a Title C.

245 10 $a Title A ; $b Title B ; Title C / $c
           statement of responsibility.
740 02 $a Title B.
740 02 $a Title C.

245 10 $a Title A $h [GMD]. $b Title B : other title
           information. Title C.
740 02 $a Title B.
740 02 $a Title C.

245 10 $a Title A. $b Title B : other title
           information. Title C.
740 02 $a Title B.
740 02 $a Title C.

245 10 $a Title A $h [GMD] / $c statement of
           responsibility. Title B / statement of
           responsibility.
740 02 $a Title B.

245 10 $a Title A / $c statement of responsibility.
           Title B / statement of responsibility.
740 02 $a Title B.

245 10 $a Title A $h [GMD] : $b other title
           information / $c statement of
           responsibility. Title B : other title
           information / statement of responsibility.
740 02 $a Title B.

245 10 $a Title A : $b other title information / $c
           statement of responsibility. Title B : other
           title information / statement of
           responsibility.
740 02 $a Title B.
```

22.1B. GENERAL RULE.

Persons Treated in the Same Manner as Authors

In determining the name by which a person is commonly known, the rule distinguishes between "authors" and others. For purposes of simplification, generally use the approach applied to authors also to

1) persons who work in a context other than that of writing text, e.g., a painter, a sculptor, a performer whose name appears in a formal statement found in the item (e.g., statement of responsibility)

2) composers, regardless of whether their names appear in a statement of responsibility or not.

Form of Name

1) *Surname alone–single author*. For a person known primarily as an author, if the chief source of information shows this person as the single author and shows his/her surname without other names, search briefly to see if there are other publications that are his/her works. If the search is successful, use the form found most frequently. Otherwise, use the surname without other names as the heading. Change the heading if subsequently received items show other names with the surname in the chief source of information. *N.B.* See LCRI 22.5C4 for a different treatment of authors writing in Portuguese.

2) *Surname alone–multiple authors*. For persons known primarily as authors, if the chief source of information shows more than one person as author and shows each surname without other names, add the forenames provided they can be found in the item being cataloged. Otherwise, follow the preceding instructions for single authors represented by surnames alone.

3) *Abbreviated name*. If the name selected for the heading for a person known primarily as an author contains a name represented by an abbreviation other than by an initial, use the abbreviated form in the heading. (If the full form of the name for the particular person is available at the time the heading is established, add it within parentheses, cf. 22.18.)

> *name*: Wm. Brownridge
> *heading*: 100 1# $a Brownridge, Wm. $q (William)
>   400 1# $a Brownridge, William
>
> *name*: Manuel Fdez.-Rivera García
> *heading*: 100 1# $a Fdez.-Rivera García, Manuel $q
>   (Fernández-Rivera García)
>   400 1# $a Fernández-Rivera García, Manuel

> *name*: Sa. Freeman
> *heading*: `100 1# $a Freeman, Sa. $q (Samuel)`
> `            400 1# $a Freeman, Samuel`
>
> *name*: Th. Ziehen
> *heading*: `100 1# $a Ziehen, Th. $q (Theodor)`
> `            400 1# $a Ziehen, Theodor`
>
> *name*: Th. de Waal
> *heading*: `100 1# $a Waal, Th. de`
>
> *name*: Mohd. Taib Osman
> *heading*: `100 0# $a Mohd. Taib Osman`

4) *Phrase or other appellation.* For persons (either authors or others) known by only a phrase or other appellation that does not contain a real name (cf. 22.11), use the form found in English-language reference sources if the phrase, etc., was not used by the person but was assigned to him/her by scholars later.

Sources for Names Treated as Authors

1) The rule does not limit the consideration of chief source of information to publications issued during the person's lifetime; this is deliberate: consider also posthumous publications.

2) For persons living before 1801, when chief sources of information show one form of name and another form is used in modern reference sources in the person's language, prefer the latter.

3) Determine the name of a composer from the form found in the chief sources of information in publications of the printed music in the composer's language. If no form in these chief sources of information is in the composer's language, determine the name from reference sources of the composer's country of residence or activity. If the name is not listed in reference sources of the composer's country of residence or activity, use the form found in the chief sources of information.

Sources for Names Not Treated as Authors and Persons Who Appear Primarily as Subjects

1) The "reference sources" mentioned in footnote 1 of the rules must be issued in the person's language or in the language of his/her country of residence or activity.

2) For persons who are found both in the usual reference tools (encyclopedias, etc.) and in other sources such as works about the person, two different forms may be seen, each consistently appearing in one of the two types of sources. In that case, use judgment and choose the form that is most likely to be the one sought by library users.

3) If the only reference source is the item being cataloged, generally use the fullest form found anywhere in the item whenever the name varies in fullness. If the item gives both a nickname

and a real name, generally use the real name. When a less full form or a nickname is clearly the one by which the person is best known, however, use this less full form or the nickname in the heading.

Punctuation/Spacing Conventions in Personal Name Heading Access Points in Name Authority and Bibliographic Records

These guidelines appear also in LCRI 1.0C.

1) *Initials/letters*

a) *Name portion of heading*

Periods. If the name of a person consists of or contains initials, input a period after an initial if it is certain that the letter is an initial. In case of doubt, do not input a period.

```
100 1# $a Eliot, T. S.
100 0# $a H. D.
```

If the name consists of separate letters that are presumed not to be initials, omit or include periods according to the predominant usage of the person.

```
100 0# $a X Y Z
```

Spaces. If the name contains two or more forenames represented by initials, consists entirely of initials, or consists entirely of separate letters that are not initials, input a single space between the initials/letters in all cases.

```
100 1# $a Eliot, T. S.
100 0# $a H. D.
100 0# $a X Y Z
```

b) *"Additions" to name headings*

Periods. With initials, include periods unless the author's predominant usage makes it clear that the author omits them.

Spaces. Do not leave spaces between single initials/letters.

```
100 1# $a Brown, G. B., $c F.I.P.S.
```

Treat an abbreviation consisting of more than a single letter as if it were a distinct word, separating it with a space from preceding and succeeding words or initials/letters.

```
100 1# $a Brown, G. B., $c Ph. D.
```

2) *Names with portions abbreviated or missing.* If a part of a name is abbreviated (two or more letters present as opposed to a single letter used as an initial) or if a forename is missing from a name entered under surname, do not leave open space after the abbreviation or missing forename. Instead, insert, as appropriate,

        a period;

                100 1# $a Tissot.
                    (Add period at end in bibliographic record, but not in authority record)
                100 1# $a Corpeleijn, W. F. Th.
                100 1# $a Junager, Sv.-Aa.
                    (The hyphen reflects the usage of the language of the name)

        a period and one space;

                100 1# $a Enschedé, Ch. J.

        a period and a comma.

                100 1# $a Jones, Th., $d 1910-

                100 1# $a Calles Ll., Alfonso
                100 1# $a Dahlan Aman, Mohd., $c Haji
                    (For these names, add period at end in bibliographic record, but not in authority record)

3) *Surnames alone including prefixes/particles.* If a name heading consisting entirely of one or more surnames also contains a separately written prefix/particle, see instructions in LCRI 22.5D.

4) *Bibliographic description.* Note that the spacing and punctuation conventions applied to personal names used in access points differ from those used in the descriptive portion of a bibliographic record; for the latter, see LCRI 1.0C.

22.5C2. PREFERRED OR ESTABLISHED FORM KNOWN.

Spanish

If a Spanish-language author abbreviates the first of the two surnames (the normal entry element), consider that this is an indication of the person's preference. Make a reference from the first surname.

> *name used*: Luis G. de Valdeavellano
> *full name*: Luis García de Valdeavellano
> *heading*: 100 1# $a Valdeavellano, Luis G. de $q (Luis
>   García)
>   400 1# $a G. de Valdeavellano, Luis $q (García
>   de Valdeavellano)

Hungarian

If a Hungarian name consists of two surnames and the first surname is represented by an initial or an abbreviation, enter the name under the second surname. Make a reference from the first surname.

> *name*: B. Kovács László
> *heading*: 100 1# $a Kovács, László B.
> *reference*: 400 1# $a B. Kovács, László

Note: Change existing headings established before November 2000 not in accord with this policy when the headings are needed in current cataloging.

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22.8A1. ENTRY UNDER GIVEN NAME, ETC. GENERAL RULE.

If the name chosen for the heading is based on a form found in non-English sources (cf. 22.3B, 22.3C1) and the name found in these sources includes "words or phrases denoting place of origin, domicile, occupation, or other characteristic that are commonly associated with the name," use in the heading the forms for these words and phrases that are found in the sources used.

> *source*: Shemuʿel Duber mi-Barisov
> *heading*: 100 0# $a Shemuʿel Duber, $c mi-Barisov
> *not*   100 0# $a Shemuʿel Duber, $c of Barisov

If words and phrases denoting place, occupation, etc., appear only in complex statements that contain other elements, generally do not treat them as being "commonly associated" with the name. However, if the exclusion of such words and phrases results in a heading that conflicts, they may be added to the heading as a parenthetical qualifier (22.19A). (If added, use English forms whenever possible.)

Generally, this rule requires a comma between the name and an associated phrase. Note, however, that in languages **other than English** there are examples of a single name that cannot be broken down into the components "name" and "phrase." Do not punctuate these with a comma. (However, make a reference from the form using a comma.) Several examples are furnished by the headings for Carmelites and certain other religious who formerly took a name in religion that combined a forename with the name of a saint, of a dogma, or of some event in the life of Jesus or Mary.

> 100 0# $a Marie de l'Incarnation
> 400 0# $a Marie, ‡c de l'Incarnation
>
> 100 0# $a Elisabeth de la Trinité
> 400 0# $a Elisabeth, $c de la Trinité
>
> 100 0# $a Marie de Saint Bernard
> 400 0# $a Marie, $c de Saint Bernard
>
> *but*   100 0# $a John of the Cross
> 400 0# $a John, ‡c of the Cross

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Bibliographic record:

```
130 0# $a Paper chase (Television program). $p Man
        who could be king.
245 14 $a The paper chase. $p The man who could be
        king ...
246 30 $a Man who could be king
246 3# $a Paper chase. $n Program no. T-704
```
(Illustrates that when the comprehensive title conflicts with another resource, the qualifier is added after the comprehensive title. Illustrates that, unlike serials, a uniform title is not assigned solely to remove an initial article preceding an individual title, but when one is assigned for some other reason, an initial article preceding an individual title is not retained. Giving 246 title access or not to the individual title is based on the character of the individual title and a judgment of the usefulness of title access in that form. Illustrates that when giving access to the episode number, the comprehensive title used is the same as that used in field 245 except for initial articles)

Name authority record for the television series:

```
130 #0 $a Paper chase (Television program)
```

In the absence of an individual title, use a numeric designation. In the absence of both a numeric designation and an individual title, use the date of telecast in the form [yyyy-mm-dd].

Bibliographic records:

```
245 00 America 2night. $n Episode no. 233 ...

245 00 Panorama. $n [1983-07-09] ...
```

If the comprehensive title represents a publisher/distributor series, treat it as a series statement:

Bibliographic record:

```
245 00 $a Tanner '88. $p The night of the
        Twinkies ...
246 30 $a Night of the Twinkies
246 3# $a Tanner '88. $n Volume 1

4XX    $a Criterion television
```
("Criterion television" is a series used by The Voyager Company when reissuing the television program on videodisc. Giving 246 title access or not to the individual title is based on the character of the individual title and a judgment of the usefulness of title access in that form)

    3) Compilations. These are usually selected portions of a television series. They may or may not relate to a particular season; treat them accordingly as follows:

    1) for those that are a compilation of all the programs telecast in a particular season, collocate them by using the uniform title of the work as a whole followed by the term "Season" as the standard term to denote what may be called variously "year 1," "season one," "first season," "vol. 1," "first year," etc., followed by the number of the season;

Bibliographic record

```
130 0# $a All in the family (Television program). $n
        Season 1.
245 10 $a All in the family. $n The complete first
        season $h [videorecording] ...
```

Name authority record for the television series:

```
130 #0 All in the family (Television program)
```

    Caution: Do not inadvertently treat a compilation of a complete series telecast over a short period of time as a season.

    2) for selections from a particular season, use the pattern in 1) directly above and add the term "Selections";

2) for selections from a particular season, use the pattern in 1) directly above and add the term "Selections";

Bibliographic record

```
130 0# $a Shadow (Radio program). $n Season 2.
           $k Selections.
245 14 $a The Shadow. $n The best of season two ...
                (Made up example)
```

Name authority record for the radio series:

```
130  #0  $a Shadow (Radio program)
```

3) for selections from two or more seasons or for those covered by a special rubric such as "The best of ...", use the uniform title of the work as a whole followed only by the term "Selections"; when a selection with a special rubric relates to a single season, however, use the pattern in 2) directly above.

Bibliographic record:

```
130 0# $a All things considered (Radio program).
           $k Selections.
245 14 $a The best of All things considered ...
```

Name authority record for the radio series:

```
130 #0 $a All things considered (Radio program)
```

Assigning Uniform Titles (Providing Related Work/Subject Access When Cataloging Any Resource Related to a Radio Program)[6]

In cataloging a resource related to a radio program/series (e.g., a radio script, a recording of music from a radio program/series), use a related work (cf. rule 21.28)/subject added entry to provide related work/subject access to the radio program/series. If it is necessary to distinguish a radio program/series entered under a title proper from another resource entered under that same title, add the qualifier "(Radio program)." In determining a possible conflict, follow the guidelines set

---

[6]Past PCC/LC practice: PCC/LC practice for secondary access for radio programs prior to 2005 will have resulted in instances of qualification now no longer called for. Generally, continue to use such headings in main, subject, and added entries on records for items cataloged after 2004 (routinely retain name authority records created in accord with these policies although they would not necessarily be needed under current policies).

out in "1) The 'catalog' when testing for conflict" and "2) Eligible title fields for conflict" under the section headed "General" at the beginning of this LCRI. If the radio program/series for which related-work/subject access is being provided is an individual title associated with a comprehensive title, e.g., an episode of a radio serial, follow also the guidelines in *2. Comprehensive/Individual title* immediately above.

25.6B3. PARTS OF A WORK. [Rev.]

Television and Radio Series

PCC practice; LC practice for radio series; LC practice for secondary access only related to television series: Compilations of selected portions of television and radio series may or may not relate to a particular season; treat them accordingly as follows:

1) for those that are a compilation of all the programs telecast or broadcast in a particular season, collocate them by using the uniform title of the work as a whole followed by the term "Season" as the standard term to denote what may be called variously "year 1," "season one," "first season," "vol. 1," "first year," etc., followed by a number of the season;

```
130 0# $a All in the family (Television program). $n
        Season 1.
245 10 $a All in the family. $n The complete first
        season $h [videorecording] ...

130 0# $a American Radio Company of the Air (Radio
        program). $n Season 1.
245 10 $a Garrison Keillor's American Radio Company.
        $n The first season ...
```

2) for selections from a particular season, use the pattern in 1) directly above and add the term "Selections";

```
130 0# $a I love Lucy (Television program). $n Season
        1. $k Selections.
245 10 $a I love Lucy. $n Season one. $n V. 9 $h
        [videorecording] ...

130 0# $a Rhoda. $n Season 3. $k Selections
245 14 $a The very best of Rhoda. $n Season 3
        $h [videorecording] ...
        (Two episodes of the television show broadcast in 1976)

130 0# $a Shadow (Radio program). $n Season 2.
        $k Selections.
245 14 $a The Shadow. $n The best of season two ...
        (Made up example)
```

3) for selections from two or more seasons or for those covered by a special rubric such as "The best of ...", use the uniform title of the work as a whole followed only by the term "Selections"; when a selection with a special rubric relates to a single season, however, use the pattern in 2) directly above.

```
130 0# $a Simpsons (Television program). $k Selections.
245 14 $a The best of the Simpsons $h [videorecording]
          ...

130 0# $a Simpsons (Television program). $k Selections.
245 14 $a The Simpsons $h [videorecording]: $b political
          party ...
```
(A compilation of politically themed episodes from the show)

```
130 0# $a All things considered (Radio program).
          $k Selections.
245 14 $a The best of All things considered ...
```

LIBRARY OF CONGRESS RULE INTERPRETATIONS (LCRI)

      Cumulative list of currently valid LCRI to the *Anglo-American Cataloguing Rules*, second edition, 2002 revision.

LCRI	*Date(s) Issued*

Chapter 1 (General Rules for Description)

1.0	May 2003 (p. 1-4); November 2003 (p. 5-6); February 2005 (p. 7-10)
1.0C	May 2006
1.0E	May 2006
1.0G	February 2006
1.0H	January 5, 1989
1.1B1	February 2003
1.1C	August 2001
1.1D2	March 1999
1.1E	January 5, 1989
1.1E5	August 2002
1.1F1	January 5, 1989
1.1F4	January 5, 1989
1.1F6	January 5, 1989
1.1F7	January 5, 1989
1.1F11	March 1999
1.1F15	January 5, 1989
1.1G1	March 5, 1990
1.1G2	June 2002
1.1G3	February 1, 1989
1.2B4	January 5, 1989
1.2B5	March 1999
1.2C4	March 1999
1.2C5	March 1999
1.2E3	March 1999
1.4A2	November 7, 1994
1.4C7	January 5, 1989
1.4D1	January 5, 1989
1.4D2	March 1999
1.4D3	May 2000
1.4D4	February 2003
1.4D5	June 2002
1.4D6	June 2002
1.4E	February 1, 1989
1.4E1	January 5, 1989
1.4F1	February 2001
1.4F2	February 2001

LCRI	Date(s) Issued
1.4F5	May 2006
1.4F6	February 2001
1.4F7	December 11, 1989
1.4F8	November 2003
1.4G	March 5, 1990
1.4G4	March 1999
1.5A1	February 2003
1.5B4	March 1999
1.5B5	January 5, 1989
1.5D2	March 1999
1.5E1	August 14, 1990
1.6	November 2003
1.6A2	November 2003
1.6B	November 2003
1.6C	November 1997
1.6E1	February 1997
1.6F	November 2000
1.6G	June 2002
1.6G1	June 2002
1.6G2	April 1997
1.6G3	November 2000
1.6H	February 2003
1.6H3	September 1996
1.6H4	September 1996
1.6H6	November 2000
1.6H7	November 2000
1.6J	November 2003
1.7A1	February 1, 1989
1.7A3	September 15, 1989
1.7A4	February 25, 1993 (p. 1-2); February 1, 1989 (p. 3)
1.7B2	November 2002
1.7B4	June 2002
1.7B13	November 2003
1.7B20	February 2005
1.7B21	June 2002
1.7B23	May 2003
1.8	July 2005
1.8B2	January 5, 1989
1.8E1	November 7, 1994
1.10	November 2003
1.10D1	March 1999
1.11A	November 2003
1.11C	November 8, 1991

LCRI	*Date(s) Issued*

Chapter 2 (Books, Pamphlets, and Printed Sheets)

2.0B1	January 5, 1989
2.1C	December 11, 1989
2.2	January 5, 1989
2.2B1	January 5, 1989
2.2B3	January 5, 1989
2.2B4	March 1999
2.4D1	December 11, 1989
2.4E	December 11, 1989
2.4G2	January 5, 1989
2.5B7	February 4, 1991
2.5B8	January 5, 1989
2.5B9	June 2002
2.5B16	November 2002
2.5B18	June 2002
2.5B20	June 2002
2.5B21	June 2002
2.5B23	June 2002
2.5C2	November 1999
2.5C5	November 1999
2.7B1	August 7, 1991
2.7B4	December 11, 1989
2.7B7	September 1, 1992
2.7B9	January 5, 1989
2.7B14	January 5, 1989
2.7B17	February 25, 1993
2.7B18	May 2000
2.8C	November 7, 1994
2.12-2.18	August 7, 1991

Chapter 3 (Cartographic Materials)

3.1C	December 11, 1989
3.1G1	August 2001
3.1G4	December 11, 1989
3.2B3	December 11, 1989
3.2B4	March 1999
3.3B1	June 2002
3.3B2	January 5, 1989
3.3B4	June 2002
3.3C2	June 2002
3.3D	June 2002

LCRI	*Date(s) Issued*
3.4D1	January 5, 1989
3.4E	December 11, 1989
3.4G2	December 11, 1989
3.5B2	December 11, 1989
3.5B4	June 2002
3.5C3	June 2002
3.6C6	June 2002
3.5D1	January 5, 1989
3.5D3	June 2002
3.5D5	January 5, 1989
3.7B4	December 11, 1989

Chapter 4 (Manuscripts (Including Manuscript Collections))

4.1C	December 11, 1989
4.1F2	December 11, 1989
4.2B3	December 11, 1989
4.5B2	December 11, 1989
4.5B3	December 11, 1989
4.7B4	December 11, 1989

Chapter 5 (Music)

5.1B1	February 2005
5.1C	December 11, 1989
5.1F1	September 15, 1989
5.2B1	January 5, 1989
5.2B2	April 2005
5.2B3	December 11, 1989
5.2B4	March 1999
5.3	February 1, 1989
5.4D1	January 5, 1989
5.4E	December 11, 1989
5.4G2	December 11, 1989
5.5B1	April 2005
5.5B2	February 4, 1991
5.5B3	December 11, 1989
5.7B1	February 2005
5.7B4	December 11, 1989
5.7B7	February 2005
5.7B10	February 2005
5.7B18	February 2005
5.7B19	April 2005
5.8D1	February 2005

LCRI	*Date(s) Issued*

Chapter 6 (Sound Recordings)

6.0B1	April 2005
6.1B1	January 5, 1989
6.1C	December 11, 1989
6.1F1	January 5, 1989
6.1G1	August 2001
6.1G4	August 2001
6.2B3	December 11, 1989
6.2B4	March 1999
6.4D1	January 5, 1989
6.4E	December 11, 1989
6.4F1	May 2001
6.4G2	December 11, 1989
6.5B1	June 2005
6.5B2	February 2005
6.5C7	February 2005
6.5C8	February 2005
6.7B1	November 12, 1991
6.7B4	December 11, 1989
6.7B6	January 5, 1989
6.7B10	February 2005
6.7B11	February 2005
6.7B18	February 2005
6.7B19	July 2005 (p. 1-2); February 2005 (p. 3)

Chapter 7 (Motion Pictures and Videorecordings)

7.1B1	June 2002
7.1B2	January 5, 1989
7.1C	December 11, 1989
7.1G1	August 2001
7.1G4	August 2001
7.2B3	December 11, 1989
7.2B4	March 1999
7.4C	January 5, 1989
7.4D1	December 11, 1989
7.4E	December 11, 1989
7.4F2	January 5, 1989
7.4G2	December 11, 1989
7.5B1	December 11, 1989
7.5B2	December 11, 1989
7.7B4	December 11, 1989
7.7B7	January 5, 1989
7.7B9	January 5, 1989

LCRI	*Date(s) Issued*

Chapter 8 (Graphic Materials)

8.1C	December 11, 1989
8.2B3	December 11, 1989
8.2B4	March 1999
8.4C	January 5, 1989
8.4D1	December 11, 1989
8.4E	December 11, 1989
8.4F2	January 5, 1989
8.4G2	December 11, 1989
8.5B1	February 15, 1994
8.5B2	January 5, 1989
8.5B6	December 11, 1989
8.5C1g)	December 11, 1989
8.7B4	December 11, 1989
8.7B7	January 5, 1989
8.7B9	January 5, 1989
8.7B18	January 5, 1989

Chapter 9 (Electronic Resources)

9.1C	December 11, 1989
9.1G1	August 2001
9.1G4	August 2001
9.2B3	December 11, 1989
9.2B6	March 1999
9.3B1	August 2001
9.4D1	December 11, 1989
9.4E	December 11, 1989
9.4F4	August 2001
9.4G2	December 11, 1989
9.5B1	December 1999
9.5C2	December 11, 1989
9.5D1	August 2001
9.7B	May 2003
9.7B4	March 1999

Chapter 10 (Three-Dimensional Artefacts and Realia)

10.1C	December 11, 1989
10.2B3	December 11, 1989
10.2B4	March 1999
10.4D1	December 11, 1989

LCRI	*Date(s) Issued*
10.4E	December 11, 1989
10.4G2	February 1, 1989
10.4G3	December 11, 1989
10.5B1	December 11, 1989
10.7B4	December 11, 1989

Chapter 11 (Microforms)

Chapter 11	May 1998
11.1C	December 11, 1989
11.1G1	August 2001
11.1G4	December 11, 1989
11.2B3	December 11, 1989
11.2B4	March 1999
11.4D1	December 11, 1989
11.4E	December 11, 1989
11.5B1	December 11, 1989
11.7B4	December 11, 1989

Chapter 12 (Continuing Resources)

12.0	June 2002 (p. 1-4); June 2003 (p. 5-8)
12.0A	June 2002
12.0B1	June 2002
12.0B2	June 2002
12.0B3	June 2002
12.0H	June 2002
12.1B2	February 2003
12.1B3	November 2000
12.1B4	August 2002
12.1B7	June 2002
12.1C	December 11, 1989
12.1E1	May 2003
12.2B3	June 2002
12.2F1	June 2002
12.3	June 2002
12.3A1	June 2002
12.3B1	November 2002
12.3C1	February 2003
12.3C4	June 2002
12.3D1	June 2002
12.3E1	June 2002
12.3G1	June 2002
12.4D1	June 2002
12.4D2	June 2002

LCRI	*Date(s) Issued*
12.4E	December 11, 1989
12.4G3	June 2002
12.5B1	June 2002
12.5B2	June 2002
12.5D2	June 2002
12.6B1	May 2003
12.6B2	June 2002
12.7A2	February 2003 (p. 1-2); June 2002 (p. 3-5)
12.7B	June 2002
12.7B1	June 2002
12.7B4.1	June 2002
12.7B4.2	June 2002
12.7B5.2	February 2003
12.7B6.2	June 2002
12.7B7.1	June 2002
12.7B8	November 2003
12.7B8a)	June 2002
12.7B8c)	June 2002
12.7B8d)	June 2002
12.7B9.2	November 2002
12.7B11.2	February 2003
12.7B14.2	June 2002
12.7B18	June 2002
12.7B23	November 2003
12.8B1	June 2002

Chapter 13 (Analysis)

13.3	July 2005
13.5	January 5, 1989
13.6	January 5, 1989

Chapter 21 (Choice of Access Points)

21.0B	January 5, 1989
21.0D	February 2004
21.1A2	January 5, 1989
21.1B1	February 2001
21.1B2	March 2005
21.1C	January 5, 1989
21.2A	November 2003
21.2B2	June 2002
21.2C	May 2006
21.3A2	June 2002

LCRI	*Date(s) Issued*
21.3B	May 2003
21.4B	January 5, 1989
21.4C1	April 2005
21.6C1	January 5, 1989
21.7B	May 19, 1994
21.7C	May 19, 1994
21.11B	February 1, 1989
21.17B	January 5, 1989
21.18B	January 5, 1989
21.18C1	February 2005
21.21	February 2005
21.23	February 1, 1989
21.23C	February 2005
21.23D	January 5, 1989
21.27	January 5, 1989
21.28A	February 2005
21.28B	May 2003
21.28B1	February 2003
21.29	January 5, 1989
21.29D	February 2005
21.29G	June 2002
21.30E	September 2001
21.30F	June 2005
21.30G	February 2005 (p. 1-2); July 2005 (p. 3)
21.30H	February 2005
21.30J	April 2005 (p. 1-6); February 2006 (p. 7-12, 15-16, 21-31); May 2006 (p. 13-14, 17-20)
21.30K1	May 1997
21.30K2	February 2004
21.30L	April 2005 (p. 1-6); May 2006 (p. 7-8)
21.30M	November 10, 1993
21.31B	February 1, 1989
21.31B1	November 2000
21.31C	January 5, 1989
21.32A	January 5, 1989
21.33A	January 5, 1989
21.35A1	February 1, 1989
21.35A2	November 27, 1990
21.35B	January 5, 1989
21.35C	January 5, 1989
21.35E2	September 15, 1989
21.36C	January 5, 1989
21.36C8	January 5, 1989
21.39	January 5, 1989

LCRI	*Date(s) Issued*

Chapter 22 (Headings for Persons)

22.1	May 2003
22.1B	May 2006
22.2	February 2002
22.1C	August 2001
22.2A	January 5, 1989
22.2B	November 1995
22.3A	November 2000
22.3B1	December 11, 1989
22.3C	January 5, 1989 (p. 1); February 1, 1989 (p. 2)
22.3C2	November 2002
22.3D	December 11, 1989
22.4	January 5, 1989
22.5A	January 5, 1989
22.5C2	May 2006
22.5C4	January 5, 1989
22.5C5	November 2000
22.5D	February 2002
22.5D1	January 5, 1989
22.6	January 5, 1989
22.8	November 1997
22.8A1	May 2006
22.8A2	January 5, 1989
22.10	February 15, 1994
22.11D	January 5, 1989
22.13B	January 5, 1989
22.14	January 5, 1989
22.15A	January 5, 1989
22.15B	August 2001
22.16C	January 5, 1989
22.16D	January 5, 1989
22.17	December 2005
22.17-22.20	January 5, 1989
22.18A	February 2005
22.19	November 1995
22.22	February 1, 1989
22.25B1	January 5, 1989
22.26C1c)	January 5, 1989

Chapter 23 (Geographic Names)

23.1	February 2006
23.2	December 2005

LCRI	*Date(s) Issued*
23.4B	February 25, 1993
23.4C	February 1, 1989
23.4D	January 5, 1989
23.4E	January 5, 1989
23.4F1	November 10, 1993
23.4F2	May 1996

Chapter 24 (Headings for Corporate Bodies)

24.1	February 2006 (p. 1-4, 13); April 2005 (p. 5-12)
24.1B	January 5, 1989
24.2	May 21, 1990
24.2B	January 5, 1989
24.2C	January 5, 1989
24.2D	January 5, 1989
24.3A	January 5, 1989
24.3E	February 1, 1989
24.3G	January 5, 1989
24.4B	March 2001 (p. 1-2); December 2001 (p. 3)
24.4C	February 11, 1992 (p. 1-2); May 19, 1994 (p. 3)
24.4C4	February 15, 1994
24.4C5	February 15, 1994
24.5C1	January 5, 1989
24.6	August 1997
24.7	February 1997
24.7A	March 2001
24.7B	December 2005
24.7B2	January 5, 1989
24.8	September 1996
24.8B	January 5, 1989
24.9	January 5, 1989
24.10B	November 17, 1994
24.13	May 8, 1991
24.13, TYPE 2	November 1995
24.13, TYPE 3	January 5, 1989
24.13, TYPE 5	January 5, 1989
24.13, TYPE 6	August 7, 1991 (p. 1-4); February 1, 1989 (p. 5)
24.14	January 5, 1989
24.15A	January 5, 1989
24.15B	January 5, 1989
24.17	August 2001
24.18	January 5, 1989
24.18, TYPE 2	November 1995
24.18, TYPE 3	January 5, 1989
24.18, TYPE 5	January 5, 1989

LCRI	*Date(s) Issued*
24.18, TYPE 6	January 5, 1989
24.18, TYPE 11	January 5, 1989
24.19	February 1, 1989
24.20B	January 5, 1989
24.20E	January 5, 1989
24.21B	January 5, 1989
24.21C	January 5, 1989
24.21D	January 5, 1989
24.23	January 5, 1989
24.24A	January 5, 1989
24.26	November 1999
24.27C	January 5, 1989
24.27C3	November 12, 1991

Chapter 25 (Uniform Titles)

25.1	February 15, 1994 (p. 1-2); April 1997 (p. 3)
25.2A	February 15, 1994
25.3A	May 1998
25.3B	March 5, 1990
25.4A	May 1998
25.5B	April 2005
25.5B, Appendix I	April 2005 (p. 1-18, 20-26); May 2006 (p. 19-20, 27-28)
25.5C	November 2002
25.5D	January 5, 1989
25.6A	January 5, 1989
25.6A2	November 1999
25.6B3	May 2006
25.7	May 2000
25.8	February 2003
25.8-25.11	February 2005
25.9	February 25, 1993
25.10	May 28, 1993
25.11	May 28, 1993
25.13	May 2001
25.14	November 20, 1992
25.15A1	January 5, 1989 (p. 1, 3-4, 7); February 1, 1989 (p. 2, 5-6)
25.15A2	January 5, 1989
25.18A	March 31, 1989
25.19 and 25.23	January 5, 1989
25.23	January 5, 1989
25.25	February 2005
25.25A	April 2005
25.27	February 2005

LCRI	Date(s) Issued
25.27A1	February 2005
25.27A1, footnote 10	April 2005
25.27D1	February 2005
25.28	February 2005
25.29A	February 1, 1989 (p. 1); January 5, 1989 (p. 2)
25.30	April 2005
25.30B1	February 2005
25.30B3	February 2005
25.30B4	February 2005
25.30B5	April 2005
25.30B7	April 2005
25.30B10	February 2005
25.30C2	February 2005
25.30C3	February 2005
25.30D	January 5, 1989
25.30D2	February 2005
25.31B1	February 2005
25.32A1	April 2005
25.32A2	January 5, 1989
25.32B1	April 2005
25.34B-25.34C	February 2005
25.34B1	February 2005
25.34C1	February 2005
25.34C2	February 2005
25.34C3	February 2005
25.35	February 2005
25.35C	April 2005
25.35D1	February 2005
25.35F	February 2005

Chapter 26 (References)

26	May 2003
26.1	May 21, 1990 (p. 1-2); December 11, 1989 (p. 3-4)
26.1A	December 11, 1989
26.2	May 2003
26.2B2	August 8, 1994
26.2B3	January 5, 1989
26.2B4	January 5, 1989
26.2C	August 2001
26.2D	February 1, 1989
26.2D2	January 5, 1989
26.3	January 5, 1989
26.3A3	January 5, 1989
26.3A4	June 2005

LCRI	*Date(s) Issued*
26.3A6	February 14, 1989
26.3A7	November 17, 1994
26.3B-C	December 2005
26.4B	April 2005
26.4B1	April 2005
26.4B3	February 2005
26.4B4	February 2005
26.4C	November 27, 1990
26.4D2	February 1, 1989
26.4D3	February 2005
26.5A	November 2002 (p. 1-6, 9-14); February 2003 (p. 7-8)
26.5B	August 2001
26.6	February 1, 1989

Appendix A (Capitalization)

A.2A	January 5, 1989
A.4A1	May 19, 1994
A.4D1	February 15, 1994
A.7A	January 5, 1989
A.15A	January 5, 1989
A.20	January 5, 1989
A.25	May 21, 1990
A.31	February 1, 1989
A.33	November 1999
A.34	January 5, 1989
A.53	January 5, 1989
A.54	January 5, 1989

Appendix B (Abbreviations)

B.4	January 5, 1989
B.5	December 2001
B.9	January 5, 1989
B.14	November 27, 1990

Appendix C (Numerals)

C.1	February 2004
C.5C	January 5, 1989 (p. 1); February 1, 1989 (p. 2)
C.7	January 5, 1989
C.8	February 2005

LCRI	*Date(s) Issued*

Appendix D (Glossary)

Appendix D	April 2005

LCRI   *Date(s) Issued*

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