

## F 195 Subarrangement Within Disciplines

**BACKGROUND:** *Because the Library of Congress classification schedules were developed over a long period of time, few schedules contain the same order of topics and the same wording in captions, each schedule having its own idiosyncrasies. Informal “models” for the development of some of the schedules have existed and been followed for several years. This instruction sheet standardizes the various versions of those models. It also provides other guidance in establishing new class numbers to achieve a consistent arrangement and wording of topics in the schedules.*

**1. General rule.** For an orderly arrangement of topics in an individual discipline, provide first for a preliminary section specifying forms of publication and special aspects of the discipline as a whole, then for a logical breakdown of the discipline into subtopics.

**2. Preliminary captions vs. subtopics.** Do not position subtopics of the discipline in the preliminary section, and do not intersperse preliminary captions among the subtopics, unless it is characteristic of a particular class to locate certain material contrary to these instructions. For example, in some classes provision for place is characteristically located at the end of a section for the discipline after all subtopics.

**3. Adding form captions.** Add standard form captions under a topic upon receipt of the first appropriate item but only when one or more standard form captions already exist for the discipline in question or when preparing a major development. Examples of major developments are DK4000+, *Poland*; TJ807+, *Solar energy*; and TD1020+, *Hazardous substance disposal*.

**4. Classification models.** Insofar as feasible, follow the models on the next several pages, adopting the same order and captions within the specified schedules. The presence of topics on a model list does not mean that all topics must be established for a major development. The most important topics may be selected and other topics added later if needed.

If no model for a class exists, follow precedent within the class for the order and captions.

## F 195 Subarrangement Within Disciplines

### **MODEL FOR THE D SCHEDULE** (not to be used for development in E and F)

#### **Part 1 - General**

Periodicals. Societies. Serials

Museums, exhibitions, etc.

General works

Individual. By place, A-Z

Congresses

Sources and documents

Gazetteers. Dictionaries, etc.

Place names (General)

Directories

Guidebooks

General works

Pictorial works

Historic monuments, landmarks, etc. (General)

For local, see [...]

General works

Preservation

Historical geography

Geography

Description and travel

General works

History of travel

Early through [...]

[*individual periods*]

Antiquities

For local antiquities, see [*number for local history and description*]

Social life and customs. Civilization. Intellectual life

By period, see the specific period or reign

Ethnography

General works

National characteristics

Individual elements in the population, A-Z

[...] in foreign countries (General)

For [...] in a particular country, see the country

## F 195 Subarrangement Within Disciplines

### **MODEL FOR THE D SCHEDULE** (not to be used for development in E and F)

#### **Part 1 - General (Continued)**

##### History

Periodicals. Societies. Serials, see [number for periodicals above]

Dictionaries. Chronological tables, outlines, etc.

##### Biography (Collective)

For individual biography, see the specific period, reign, or place

Rulers, kings, etc.

Houses, noble families, etc.

Individual, A-Z

##### Historiography

General works

Biography of historians, area studies specialists, archaeologists, etc.

Collective

Individual, A-Z

##### Study and teaching

General works

Local, A-Z

##### General works

Through 1800

1801-

##### Pictorial works

##### Philosophy of [...] history

##### Military history

For individual campaigns and engagements, see the period or reign

##### Naval history

For individual campaigns and engagements, see the period or reign

##### Political history

Sources and documents

General works

By period, see the specific period or reign

##### Foreign and general relations

Class general works on the diplomatic history of a period with the period, e.g. [...].

For works on relations with a specific country regardless of period, see [number below for relations with individual countries].

## **F 195 Subarrangement Within Disciplines**

### ***MODEL FOR THE D SCHEDULE*** *(not to be used for development in E and F)*

#### ***Part 1 - General***

History

Foreign and general relations *(Continued)*

Sources and documents

General works

Relations with individual countries, A-Z

For list of countries, see pp. [...]

By period

#### ***Part 2 - Major periods or centuries***

Periodicals. Societies. Serials

Congresses

Sources and documents

Dictionaries

Historiography

General works

Social life and customs. Civilization. Intellectual life

Military history

Naval history

Political history

Foreign and general relations

Biography and memoirs

Collective

Individual, A-Z

[*individual periods or reigns*]

#### ***Part 3 - Major cities***

Periodicals. Societies. Serials

Museums, exhibitions, etc.

Subarranged by author

Sources and documents

## F 195 Subarrangement Within Disciplines

### **MODEL FOR THE D SCHEDULE** (not to be used for development in E and F)

#### **Part 3 - Major cities** (Continued)

Directories. Dictionaries. Gazetteers

Guidebooks

General works

Description. Geography

Early and medieval

[*other individual periods*]

Pictorial works

Antiquities

Social life and customs. Civilization. Intellectual life

Ethnography

General works

Individual elements in the population, A-Z

History

Biography (Collective)

For individual biography, see the specific period

General works

By period

Early and medieval

[*other individual periods*]

Sections, districts, suburbs, etc.

General works

Individual, A-Z

Monuments, statues, etc.

General works

Individual, A-Z

Parks, squares, cemeteries, etc.

General works

Individual, A-Z

Streets, bridges, gates, etc.

General works

Individual, A-Z

Buildings

General works

Individual, A-Z

Other cities, towns, etc., A-Z

## F 195 Subarrangement Within Disciplines

### *MODEL FOR THE H SCHEDULE*

Periodicals. Societies. Serials  
Congresses  
Dictionaries. Encyclopedias  
Terminology. Abbreviations. Notation  
Directories  
Theory. Method. Relations to other subjects  
    Classification  
    Relation to [*individual named subjects*]  
Communication of information  
    General works  
    Information services  
    Computer networks. Electronic information resources  
        Including the Internet and digital libraries  
Study and teaching. Research  
    General works  
    Audiovisual aids  
    Problems, exercises, examinations  
    By region or country  
        United States  
        Other regions or countries, A-Z  
Museums. Exhibitions  
    General works  
    By region or country, A-Z  
        Under each country:  
            .x General works  
            .x2 Individual, by name, A-Z  
History  
    By period  
    Special schools  
    By region or country, A-Z  
Biography  
    Collective  
    Individual, A-Z [*if individual biography classes with the country, omit this line and create only one line: Biography (Collective)*]  
General works, treatises, and advanced textbooks  
Pictorial works

## F 195 Subarrangement Within Disciplines

### *MODEL FOR THE H SCHEDULE (Continued)*

Juvenile works

Policy (General)

Statistics

    Collections of statistics

    Theory

Handbooks, manuals, etc.

Charts, diagrams, etc.

Forms

[*subtopics*]

By region or country, A-Z

## **F 195 Subarrangement Within Disciplines**

### ***MODEL FOR THE Q SCHEDULE***

Periodicals, societies, congresses, serial publications  
Voyages and expeditions  
Dictionaries and encyclopedias  
Communication of [...] information  
    Information services  
    Computer network resources  
        Including the Internet  
    [...] literature  
    Abstracting and indexing  
    Language. Authorship  
    Translating. Translating services  
Philosophy  
Nomenclature, terminology, notation, abbreviations  
Classification  
History  
    General works  
    By region or country, A-Z  
Biography  
    Collective  
    Individual, A-Z  
Directories  
Early works [...]  
General works, treatises, and advanced textbooks  
Elementary textbooks  
Pictorial works and atlases  
[...] illustration  
Popular works  
Juvenile works  
Recreations  
[...] as a profession. Vocational guidance  
Study and teaching. Research  
    General works  
    Outlines, syllabi  
    Problems, exercises, examinations  
    Experiments  
    Laboratory manuals

## F 195 Subarrangement Within Disciplines

### *MODEL FOR THE Q SCHEDULE (Continued)*

Laboratories

    General works

    Individual laboratories, A-Z

Technique

Instruments and apparatus

Collecting and preservation

Museums. Exhibitions

Handbooks, tables, formulas, etc.

Miscellany and curiosa

## F 195 Subarrangement Within Disciplines

### *MODEL FOR THE R SCHEDULE*

Periodicals. Societies. Serials  
Hospitals, clinics, etc.  
    General works  
    By region or country, A-Z  
Congresses  
Nomenclature. Terminology. Abbreviations  
Dictionaries and encyclopedias  
Communication in [...]  
    Information centers  
    [...] archives  
    [...] literature  
Directories  
Laboratories, institutes, etc.  
    General works  
    Individual. By city, A-Z  
Museums. Exhibitions  
    General works  
    By region or country, A-Z  
        Under each country:  
            .x General works  
            .x2 Special. By city, A-Z  
History  
    General works  
    By region or country, A-Z  
Biography  
    Collective  
    Individual, A-Z  
General works  
Handbooks, manuals, etc.  
Problems, exercises, examinations  
Outlines, syllabi, etc.  
Popular works  
Juvenile works  
Atlases. Pictorial works  
[...] as a profession

## F 195 Subarrangement Within Disciplines

### *MODEL FOR THE R SCHEDULE (Continued)*

Study and teaching  
  Audiovisual aids  
  By region or country, A-Z  
Research. Experimentation  
Clinical cases  
Statistics and surveys  
  General works  
  By region or country, A-Z  
Practice of [...]. [...] economics  
  Including business methods and employment surveys  
Instruments, apparatus and appliances  
Pathology  
Examination. Diagnosis  
Therapeutics  
[*special subtopics*]