BACKGROUND: In the past many subject headings were established in inverted form, for example, Chemistry, Analytic; Insurance, Health; Bridges, Concrete. In 1983 a decision was made to create most new headings in direct form using natural language. The inverted form was retained for topical or form headings qualified by languages, nationalities, and ethnic groups. Since 1983 the number and types of headings established in inverted form have been gradually reduced. This instruction sheet provides guidelines for formulating new topical or form headings in direct or inverted form, but is not intended to prescribe every type of heading or situation.

1. Natural language headings. Except for those headings covered by sec. 2, establish new topical or form headings in straight form, using natural language, even if similar headings previously established are inverted. Examples:

- 150 ## $a Older women
  [not 150 ## $a Women, Older]

- 150 ## $a Agricultural chemistry
  [not 150 ## $a Chemistry, Agricultural]

- 150 ## $a Anonymous art
  [not 150 ## $a Art, Anonymous]

- 150 ## $a Deaf bus drivers
  [not 150 ## $a Bus drivers, Deaf]

Apply the above rule also to headings qualified by adjectives indicating religion (including the adjectives Jewish and Islamic), Christian denomination, or monastic or religious order. Examples:

- 150 ## $a Catholic hospitals
- 150 ## $a Hindu cave temples
- 150 ## $a Jewish day schools
- 150 ## $a Benedictine art
- 150 ## $a Coptic embroidery
- 150 ## $a Islamic jewelry
2. Inverted headings.

   a. Language, nationality, or ethnic group qualifiers. Establish topical or form headings qualified by languages, nationalities, or ethnic groups in inverted form.  
   Examples:

   150 ## $a Art, French
   150 ## $a Cooking, Chinese
   150 ## $a National characteristics, Argentine
   150 ## $a Poets, Kannada
   150 ## $a Revolutionary poetry, Bulgarian
   150 ## $a Songs, Greek (Modern)

   Exceptions:

   (1) Language and literature headings. The following language, literary, and related headings are established in normal word order. Literary forms not on this list are established in inverted order.

   150 ## $a [...] diaries
   150 ## $a [...] drama
   150 ## $a [...] drama (Comedy)
   150 ## $a [...] drama (Tragedy)
   150 ## $a [...] drama (Tragicomedy)
   150 ## $a [...] essays
   150 ## $a [...] farces
   150 ## $a [...] fiction
   150 ## $a [...] imprints
   150 ## $a [...] language
   150 ## $a [...] letters
   150 ## $a [...] literature
   150 ## $a [...] newspapers
   150 ## $a [...] periodicals
   150 ## $a [...] philology
   150 ## $a [...] poetry
   150 ## $a [...] prose literature
   150 ## $a [...] wit and humor
   150 ## $a [...] wit and humor, Pictorial
2. **Inverted headings.**

   a. **Language, nationality, or ethnic group qualifiers.**

      Exceptions: (Continued)

      (2) **U.S. ethnic groups.** Establish topical or form headings qualified by ethnic groups in the United States, or by Indian groups, in direct form.

      Examples:

      150 ## $a African American college students
      150 ## $a Chinese American architects
      150 ## $a Mexican American art
      150 ## $a Hawaiian philosophy
      150 ## $a Navajo textile fabrics
      150 ## $a Aztec art

   b. **Time period.** Establish headings qualified by time period in inverted form (cf. H 620).  

      Examples:

      150 ## $a History, Ancient
      150 ## $a Aesthetics, Modern
      150 ## $a Prayers, Medieval
      150 ## $a Fountains, Renaissance

   c. **Artistic style.** Establish headings with qualifiers for artistic style in inverted form (cf. H 1250).  

      Examples:

      150 ## $a Painting, Baroque
      150 ## $a Architecture, Gothic
      150 ## $a Arts, Primitive
      150 ## $a Pottery, Renaissance
      150 ## $a Sculpture, Rococo
2. **Inverted headings.** *(Continued)*

   **d. Fossils.** Establish headings for types of fossils in inverted form (cf. H 1332, sec. 10).
   
   *Examples:*
   
   150 ## $a Invertebrates, Fossil
   150 ## $a Teeth, Fossil
   150 ## $a Decapoda (Crustacea), Fossil

   **e. Music headings.** Establish headings with the following qualifiers in inverted form:

   150 ## $a [...], Arranged
   150 ## $a [...], Sacred
   150 ## $a [...], Secular
   150 ## $a [...], Unaccompanied

   **f. Battles.** See H 1285.

   **g. Geographic headings.** See H 690.

   **h. Names of fictitious and legendary characters.** See H 1795.

   **i. Royal houses, etc.** See H 1574.

*LC practice:*

3. **Changing existing headings.**

   If all headings of the type being proposed were established in inverted form, consider the feasibility, if time and workload permit, of changing them when establishing the first instance of heading in straight form in order to avoid introducing inconsistency.

   If a mixed pattern exists (that is, if some headings are inverted and some are in straight form), propose new headings in straight form. Change inverted headings if time and workload permit. Change is especially encouraged if few similar inverted headings with few bibliographical records exist.