

General See Also References H 371

BACKGROUND: A general see also reference is a reference made from a heading not to specific individual headings but to an entire category of headings or subdivisions, frequently listing one or more individual headings or subdivisions by way of example. In numerous instances, general see also references were made in **Library of Congress Subject Headings** because it was considered impractical to list as specific narrower term references all individual headings encompassed by a broader heading even though such specific references would have been theoretically logical and proper within a hierarchical reference structure. These general see also references serve to suggest to the user of the subject headings list the pattern of the headings under which a particular class or group of topics is entered. For example, it would have been appropriate in theory to construct the following heading and reference structure:

Tools

NT Axes
Files and rasps
Hammers
Knives
Pliers
Saws
Screwdrivers
Wrenches

For reasons of economy in the printed list, however, listings of individual headings of this type were not normally made in **Library of Congress Subject Headings**. Instead, a single general see also reference was made as follows:

Tools

SA individual tools, e.g., Files and rasps; Saws

Such references also serve to alert users of **Library of Congress Subject Headings** who are unaware of the principle of specificity that they may be searching under a broader term than is proper for the specific topic they seek, and to provide guidance as to the type of heading more appropriate to their search.

The practice of making new references of this type has now largely been abandoned in favor of making a specific reference from a broader heading whenever a new heading is established. Existing general see also references of this type are being retained in the subject authority file until all individual headings that had formerly been covered by the general reference are actually linked to the broader heading by BT/NT references.

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BACKGROUND: (Continued)

There are other categories of general see also references that have been made in the past, and that may still be made now. These include references to subdivisions that are free-floating, as in the following example:

Patents

SA subdivision Patents under disciplines and under types of articles patented, e.g., Automobiles–Patents

Some general see also references also provide information about the use of the subdivision, as illustrated by the following example:

Taxation

SA subdivision Taxation under topical headings for works on the taxes levied on income-producing activities or articles of value, e.g., Construction industry–Taxation; Automobiles–Taxation; and under classes of persons and ethnic groups

Also included are general references to categories or types of name headings, such as:

Church buildings

SA names of individual churches

and general references of the type

Kidneys

SA headings beginning with the word Renal

Many general see also references combine elements of more than one of these categories, as in the following example:

Exhibitions

SA subdivision Exhibitions under names of individual persons and under subjects, e.g., Bookbinding–Exhibitions; and names of individual exhibitions

This instruction sheet provides guidelines for making general see also references and gives standard wording for various situations.

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1. General rule. When establishing new headings, provide general see also references to existing headings or free-floating subdivisions, as appropriate, in 360 fields according to the procedures given in H 200, sec. 12. Follow the procedures in H 195, sec. 4 to add general see also references to existing headings.

2. General see also references vs. specific references. Provide specific broader term references in preference to a single general see also reference whenever possible. Make new general see also references only in the following circumstances:

- To refer from a generic heading to a free-floating subdivision. *Example:*

```
150 ## $a Books $v Reviews
360 ## $i subdivision $a Book reviews $i under subjects
```

*Note: Whenever a formerly non-free-floating subdivision is declared free-floating, cancel all specific broader term references that have been made to the subdivision, and provide instead a general see also reference. When, for example, the subdivision **-Alcohol use** was made free-floating under classes of persons and ethnic groups, specific BT references from **Alcoholism** to the subdivision were cancelled and a single general reference established in their place.*

- To refer from a subject heading to a category or type of name heading that is normally not included in the subject authority file. *Example:*

```
150 ## $a Church buildings
360 ## $i names of individual churches
```

- To refer from a generic heading to a group of headings that begin with the same word. *Example:*

```
150 ## $a Science
360 ## $i headings beginning with the word $a Scientific
```

3. General see also references and free-floating subdivisions. Although *new* general see also references are made only when a subdivision is free-floating, many general see also references to subdivisions that are not free-floating were made in the past and remain in the subject authority file. Therefore, the presence of a general see also reference to a subdivision does not automatically authorize the assignment of that subdivision on a free-floating basis. Treat subdivisions as free-floating only in accordance with the provisions of H 1095 or other free-floating subdivision lists in H 1100-H 1200.

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4. Formulating general see also references. For the sake of consistency in the subject authority file, use, whenever possible, the following formulations in constructing general see also references:

- References to subject headings:

360 ## \$i headings beginning with the word \$a [...]

- References to name headings:

360 ## \$i names of individual [...]

- References to subdivisions used under subject headings (general):

360 ## \$i subdivision \$a [...] \$i under subjects

- References to subdivisions used under pattern headings (cf. H 1146):

(H 1147)

360 ## \$i subdivision \$a [...] \$i under individual animals and groups of animals, e.g., \$a Cattle-[...] <or \$a Fishes-[...]>

(H 1148)

360 ## \$i subdivision \$a [...] \$i under individual art forms and headings for national or ethnic art, e.g., \$a Art, Italian-[...]

(H 1149)

360 ## \$i subdivision \$a [...] \$i under individual chemicals and groups of chemicals, e.g., \$a Copper-[...] <or \$a Insulin-[...]>

(H 1149.5)

360 ## \$i subdivision \$a [...] \$i under names of countries, cities, etc., e.g., \$a Great Britain-Colonies-[...]

(H 1150)

360 ## \$i subdivision \$a [...] \$i under individual diseases and types of diseases, e.g., \$a Cancer-[...] <or \$a Tuberculosis-[...]>

(H 1151)

360 ## \$i subdivision \$a [...] \$i under individual educational institutions, e.g., \$a Harvard University-[...]

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4. Formulating general see also references.

- References to subdivisions used under pattern headings: *(Continued)*

- (H 1151.5) 360 ## \$i subdivision \$a [...] \$i under types of educational institutions, e.g., \$a Universities and colleges-[...]
- (H 1153) 360 ## \$i subdivision \$a [...] \$i under types of industries, e.g., \$a Construction industry-[...] <or \$a Retail trade-[...]>
- (H 1154) 360 ## \$i subdivision \$a [...] \$i under individual languages and groups of languages, e.g., \$a English language-[...] <or \$a French language-[...] or \$a Romance languages-[...]>
- (H 1154.5) 360 ## \$i subdivision \$a [...] \$i under individual legal topics, e.g., \$a Labor laws and legislation-[...]
- (H 1155) 360 ## \$i subdivision \$a [...] \$i under names of individual legislative bodies, e.g., \$a United States. Congress-[...]
- (H 1155.2) 360 ## \$i subdivision \$a [...] \$i under groups of literary authors, e.g., \$a Authors, English-[...]
- (H 1155.6) 360 ## \$i subdivision \$a [...] \$i under individual literary works entered under author, e.g., \$a Shakespeare, William, 1564-1616. Hamlet-[...]

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4. Formulating general see also references.

- References to subdivisions used under pattern headings: *(Continued)*

(H 1155.8)	360 ## \$i subdivision \$a [...] \$i under individual literary works entered under title, e.g., \$a Beowulf-[...]
(H 1156)	360 ## \$i subdivision \$a [...] \$i under individual literatures, e.g., \$a English literature-[...]
(H 1158)	360 ## \$i subdivision \$a [...] \$i under individual materials and types of materials, e.g., \$a Concrete-[...] <or \$a Metals-[...]>
(H 1159)	360 ## \$i subdivision \$a [...] \$i under military services, e.g., \$a United States-Armed Forces-[...] <or \$a United States. Air Force-[...] or \$a United States. Army-[...] or \$a United States. Marine Corps-[...] or \$a United States. Navy-[...]>
(H 1160)	360 ## \$i subdivision \$a [...] \$i under forms and types of musical compositions, e.g., \$a Operas-[...]
(H 1161)	360 ## \$i subdivision \$a [...] \$i under individual musical instruments and families of instruments, e.g., \$a Piano-[...]
(H 1164)	360 ## \$i subdivision \$a [...] \$i under individual organs and regions of the body, e.g., \$a Foot-[...] <or \$a Heart-[...]>
(H 1180)	360 ## \$i subdivision \$a [...] \$i under individual plants and groups of plants, e.g., \$a Corn-[...]
(H 1185)	360 ## \$i subdivision \$a [...] \$i under individual religions, e.g., \$a Buddhism-[...]

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4. Formulating general see also references.

- References to subdivisions used under pattern headings: *(Continued)*

- (H 1186) 360 ## \$i subdivision \$a [...] \$i under names of individual religious and monastic orders, e.g., \$a Jesuits-[...]
- (H 1187) 360 ## \$i subdivision \$a [...] \$i under individual Christian denominations, e.g., \$a Catholic Church-[...]
- (H 1188) 360 ## \$i subdivision \$a [...] \$i under uniform titles of sacred works, e.g., \$a Bible-[...]
- (H 1195) 360 ## \$i subdivision \$a [...] \$i under individual land vehicles and types of land vehicles, e.g., \$a Automobiles-[...]
- (H 1200) 360 ## \$i subdivision \$a [...] \$i under individual wars, e.g., \$a United States-History-Civil War, 1861-1865-[...] <or \$a World War, 1939-1945-[...]>

- References to subdivisions used under name headings:

360 ## \$i subdivision \$a [...] \$i under names of individual [...]

- References to subdivisions used under place names:

360 ## \$i subdivision \$a [...] \$i under names of countries, cities, etc.
[for subdivisions used under any place name]

360 ## \$i subdivision \$a [...] \$i under names of countries, etc.
[for subdivisions used only under places larger than cities]

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4. Formulating general see also references.

- References to subdivisions used under place names: (Continued)

360 ## \$i subdivision \$a [...] \$i under names of cities
[for subdivisions used only under cities]

If several of these elements are incorporated into a single reference, use the following order in constructing the reference:

360 ## \$i subdivision \$a [...] \$i under [type of place name];
also subdivision \$a [...] \$i under names of [category
of name headings] or subjects [or individual wars,
animals, etc.]; also headings beginning with the word
\$a [...] \$i and names of individual [category of name
headings]

Note that each clause begins with the word **also** except for the final clause which begins with the word **and**. Each clause is separated from the following clause by a semicolon. This phraseology should serve as the pattern for the most common situations in which general see also references are required; slight modifications may be required for especially complex or unusual situations.

5. Providing examples in the reference.

a. Examples provided for clarity. Past practice, reflected in the subject authority file, was to provide examples routinely to illustrate nearly all general references. This practice is no longer followed. Instead, provide examples in the reference only if they are required for clarity. *Examples:*

150 ## \$a Time management
360 ## \$i subdivision \$a Time management \$i under classes
of persons and ethnic groups
*No example →
needed for clarity*

5. *Providing examples in the reference.*

a. Examples provided for clarity. (Continued)

<p>150 ## \$a Pamphlets 360 ## \$i subdivision \$a Pamphlets \$i under 16th, 17th and 18th century period subdivisions of European and American history and under individual wars for short, separately published, usually polemical essays or treatises regarding controversial issues of contemporary interest, especially political or religious matters, e.g., \$a Germany-History-1517-1648-Pamphlets; United States-History-Civil War, 1861-1865-Pamphlets</p>	<p>Examples required → for clarity</p>
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b. Examples of subdivisions under place names. Do not provide an example illustrating the use of a subdivision under the name of a place, since such usage is self-evident. *Example:*

<p>150 ## \$a Gold mines and mining 360 ## \$i subdivision \$a Gold discoveries \$i under names of countries, etc.</p>	<p>[not 150 ## \$a Gold mines and mining 360 ## \$i subdivision \$a Gold discoveries \$i under names of countries, etc., e.g., United States-Gold discoveries]</p>
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c. Name headings as examples. Avoid, whenever possible, using name headings as examples, especially name headings that are not already included in the subject authority file.

Exception: If the name heading also serves as a pattern subject heading and is already included in the subject authority file, it may be freely cited as an example.

d. Pattern headings as examples. When providing examples to illustrate a general reference, choose a pattern heading if the category being illustrated is controlled by a pattern heading. Be more generous in providing examples to illustrate the use of a subdivision if it can be illustrated by citing a pattern heading.