

General See References H 374

BACKGROUND: A general see reference is a “use” reference made not to specific individual headings but to a category of subject headings or subdivisions, frequently listing one or more individual headings or subdivisions as examples. Records for general see references are reference records rather than heading records and may be identified by code **b** or **c** in MARC 21 field 008/09 (the box labeled **Kind of Record** on the 008 input screen in the LC ILS).

1. General rule. Make general see references when relationships exist between terms and established headings or subdivisions that cannot be adequately conveyed by one or more simple UF references in records for established subject headings. Follow the procedures stated in H 200 sec. 13, giving the term or terms referred from in a 150 field, the explanatory text in an \$i subfield of a 260 field, and the heading terms, or subdivisions referred to in an \$a subfield of the 260 field.

2. General see references vs. specific references. Provide general see references from non-used variant forms of national and ethnic adjectival qualifiers in preference to making explicit UF references in each heading established using that qualifier. Place three dots following the variant word referred from and use the following standard wording as the text in the \$i subfield of the 260 field: “subject headings beginning with or qualified by the word” followed by the preferred form in an \$a subfield. Provide sources for the variant form in 670 fields according to the procedures given in H 200 sec. 9. *Example:*

```
150 ## $a Ecuadoran ...
260 ## $i subject headings beginning with or qualified by the
      word $a Ecuadorian, $i e.g., $a Ecuadorian literature;
      Art, Ecuadorian
670 ## $a Random House $b (Ecuadoran, Ecuadorean, Ecuadorian,
      adj.)
```

Also provide general see references from variant spellings of common words used in several headings in preference to making explicit UF references in individual headings beginning with that word. *Example:*

```
150 ## $a Catalogue ...
260 ## $i topical headings beginning with or including the words
      $a Catalog $i or $a Catalogs $i e.g., $a Catalog cards;
      Library catalog management; Exhibition catalogs
670 ## $a Web. 3 $b (catalog or catalogue)
```

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3. General see references and free-floating subdivisions. Provide a general see reference from the general concept to the corresponding free-floating subdivision when no generic heading exists for the concept in the subject authority file. When a generic heading for the concept exists, make a general see also reference from it to the free-floating subdivision according to the guidelines in H 371. *Example:*

```
150 ## $a Amateurs' manuals
260 ## $i subdivision $a Amateurs' manuals $i under technical
      topics for works of instruction for nonprofessionals on
      how to acquire a skill or perform an operation, e.g.,
      $a Radio--Amateurs' manuals
```

Although *new* general see references are made for a subdivision only when that subdivision is free-floating, many general see 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 reference does not automatically authorize 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.

4. Geographic subdivision. Code **n** in MARC 21 field 008/06 indicates that geographic subdivision is not applicable for a reference record. The template for general see references in the Subject Heading Proposal System is set to code **n** by default and cannot be edited by users.

5. Subject example tracing note. Provide a 681 field (Subject Example Tracing Note) for each heading provided as an example in the reference. This note indicates the authority records in which a heading is mentioned, and is used to maintain LCSH. *Example:*

```
150 ## $a Ecuadoran ...
260 ## $i subject headings beginning with or qualified by the
      word $a Ecuadorian, $i e.g., $a Ecuadorian literature;
      Art, Ecuadorian

150 ## $a Art, Ecuadorian
681 ## $i Example under reference from $a Ecuadoran . . .

150 ## $a Ecuadorian literature
681 ## $i Example under reference from $a Ecuadoran . . .
```