

Handbooks, Manuals, etc. H 1646

1. General rule. Use **-Handbooks, manuals, etc.** as a free-floating form subdivision under subject headings of all types for concise reference works in which facts and information pertaining to the topic are arranged for ready reference and consultation rather than for continuous reading and study. *Examples:*

650 #0 \$a Technology \$v Handbooks, manuals, etc.
651 #0 \$a Middle East \$v Handbooks, manuals, etc.
610 20 \$a Library of Congress \$v Handbooks, manuals, etc.
630 00 \$a WordPerfect (Computer file) \$v Handbooks, manuals, etc.
600 10 \$a Dickinson, Emily, \$d 1830-1886 \$v Handbooks, manuals,
etc.

2. Classes of persons. Use the subdivision under classes of persons only if a heading for the corresponding field or activity does not exist and cannot be established, for example, **Nurses' aides-Handbooks, manuals, etc.**

3. Other subdivisions. Use more specific free-floating form subdivisions where appropriate, including:

\$v Amateurs' manuals (see H 1943.5, sec. 4)
\$v Guidebooks (see H 1645)
\$v Laboratory manuals
\$v Observers' manuals
\$v Tables (see H 2160)