Over the previous three modules, we discussed the principles for classifying biographies.

We have also shown you how to read CSM instruction sheet G 320 to determine whether you should use the Biography Table, a table of general application, with a particular class number.
In this module, we will discuss the categories in the Biography Table and demonstrate their use with some resources. We will also briefly show you some of the other biography tables.

Everything that we will discuss in this module is explained in CSM instruction sheet G 320, Biographies, and as always, we recommend that you consult it regularly.
As you know from the previous module, we can use the Biography Table only:

1. when the classification number for the resource is an individual biography number,
2. when the biographee is on the first cutter,
3. when the schedule does not say that we are to use another table, and
4. when the name of the biographee is the first subject heading.
We looked briefly at the Biography Table in the previous module and in Module 10.3.

Let’s examine the table more thoroughly now. First we will explain the meaning of each of the captions.
Collected works, are resources that are, or that purport to be, every work written by the person.

If the person is still alive, it is used for collections of the all of the person’s works until the present. This does not happen very often.

<table>
<thead>
<tr>
<th>Module 11.4</th>
<th>Biography Table</th>
</tr>
</thead>
<tbody>
<tr>
<td>.X</td>
<td>Cutter for the biographee</td>
</tr>
<tr>
<td>.XA2</td>
<td>Collected works. By date</td>
</tr>
<tr>
<td>.XA25</td>
<td>Selected works. Selections. By date</td>
</tr>
<tr>
<td>.XA3</td>
<td>Autobiography, diaries, etc. By date</td>
</tr>
<tr>
<td>.XA4</td>
<td>Letters. By date</td>
</tr>
<tr>
<td>.XA5</td>
<td>Speeches, essays, and lectures. By date</td>
</tr>
<tr>
<td>.XA6-Z</td>
<td>Individual biography and criticism. By main entry</td>
</tr>
<tr>
<td></td>
<td>Including criticism of selected works, autobiography, quotations, letters, speeches, interviews, etc.</td>
</tr>
</tbody>
</table>
Selected works are compilations of some, but not all, of the person’s works. The works are all published in their entirety.

The same caption also contains selections, which are excerpts from various works. The compilation might include particularly important passages from four of the author’s essays or books, for example.

Quotations are also included in this caption, which makes sense because quotations are usually short excerpts from longer works.
**Autobiographies** and **diaries** are listed on the next line, which is used for resources about the biographee’s life that were written by the biographee him- or herself.
The caption for **letters** is used for collections of letters to and/or from the biographee. If the collection consists of letters between two people, it is classed according to the editor’s intent – that is, which of the two people did the editor intend to emphasize. If the intent is not clear, the collection is classified with the more prominent person. If it is not clear who is more prominent, then the collection can be classified with the first person listed.

**Speeches, essays, and lectures** by the biographee is the next caption at .xA5. It also includes interviews that focus on the life and work of the biographee.
The captions for **collected works**; **selected works**; and **speeches, essays, and interviews** should be used for compilations only when there is no clear topic to the compilation. If a compilation focuses on a specific subject, it should be classified with that subject. A compilation of works about Victorian literature, written by the same scholar, would be classified with Victorian literature.
“Individual biography and criticism” is assigned to a variety of resources. It is primarily used for biographies that are written by someone other than the biographee, but it is also used for commentaries and criticism of every category that is provided above.

Someone writes a commentary on an autobiography? It goes here. A critique of an interview that the biographee gave? It goes here, too. And so does anything else written about the biographee or the works of the biographee.
As we saw in Module 10.3 on the use of the Translation Table, the cutters A2 through A5 are reserved cutters.

They have to be used just as they are; we cannot append any digits to them. Therefore, the Translation Table cannot be used with A2 through A5 in the Biography Table. We cannot not append digits for any other reason, either. Let’s look at an example, using autobiography, to see how it works.
Let’s say that Alessandra Brunetti is a celebrity chef from Italy, and she wrote an autobiography that was published in 2011. It was written in Italian.

It should be classified in TX649.A2-Z, which is for biographies of cooks. Instead, TX649.A2-Z is an individual biography number. We know this because the caption is “Individual, A-Z,” and it the hierarchy line immediately before it is “Biography.” There is an including note, that shows the scope of the number.

We also note that the biographee is on the first cutter. That is, the first cutter represents the name of the person discussed in the resource. We have to consult the catalog to determine whether Brunetti has already been assigned a cutter. If so, we have to use it.
Biographies of Miriam Anne Bourne are assigned the cutter .B76, while Bill Burden has been assigned .B87.

The Cutter Table would give us .B78, which would allow Brunetti to file correctly, but would put B-o-u very close to B-r-u.

Let’s assign a number that is closer to Burden than to Bourne.
Biography Table

Alessandra Brunetti  
Autobiography published in 2011

From the catalog:

- TX649.B76  Bourne, Miriam Anne
- TX649.B87  Burden, Bill

TX649.B83 will work.

Now we will consult the Biography Table.
**Biography Table**

**Alessandra Brunetti**

*Autobiography published in 2011*

<table>
<thead>
<tr>
<th>Library of Congress Classification: Module 11.4</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Home economics — Cooking — Biography — Individual, A-Z</th>
</tr>
</thead>
<tbody>
<tr>
<td>TX649.A1</td>
</tr>
<tr>
<td>TX649.A2-Z</td>
</tr>
</tbody>
</table>

- xA25 Selected works
- xA3 Autobiography, diaries, etc.
- xA4 Letters
- xA5 Including quotations

Autobiography is at .xA3, so we use the cutter we have, append A3, and then follow the instructions in the caption. It says “By date.”
<table>
<thead>
<tr>
<th>Subcategory</th>
<th>Call Numbers</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Food and beverage</td>
<td>TX649.A1</td>
<td>Boolean</td>
</tr>
<tr>
<td>Restaurant</td>
<td>TX649.A2-Z</td>
<td>Boolean</td>
</tr>
</tbody>
</table>

Biography Table
Alessandra Brunetti
Autobiography published in 2011

The full call number is TX649.B83 A3 2011.
Let’s say that Brunetti has gotten very popular in the United States, so her 2011 biography was translated into English.

We cannot append any digits to A3, so the call number is the same as the call number for the Italian edition, except for the publication date.
Now we have received an abridgment of her autobiography. If you recall from Module 10.1, for abridgments we generally append a 2 to the final cutter assigned to the original work.

Since the Biography Table says that A3 is a reserved cutter, though, we cannot do that. Instead, we have to assign the same call number as before, but the different publication date.
Now we receive Brunetti’s 2015 autobiography. This autobiography is a continuation of the 2011 autobiography; it is not just a new edition. It does not matter, though. It has the same call number as the rest, except for the date.

Therefore, the various resources appear to be a bit mixed up. The 2011 edition is followed by the translation of the 2011 edition, and that is followed by the 2015 autobiography. So far, so good. But then an abridgment of the 2011 autobiography follows, which seems out of order. That is perfectly fine. That is how it should be when using the Biography Table.
Now let’s look at the “**Individual biography and criticism**” caption. The first thing to notice is that the second cutter is a reserved span, which means that we can append digits.

This means that we can use the Translation Table, append 2 for abridgments, and also follow the instructions for criticism that we discussed in Module 10.4 and that are discussed in CSM instruction sheet G 340.

Also notice the instruction, “**By main entry.**” This is just a restatement of the default rule, so there is no confusion.

Let’s see how this works in practice. We will use Alessandra Brunetti again.
We receive a commentary on the autobiography that Brunetti published in 2011. Normally, commentaries on an individual work are classed with the original work, but that is not the case with the Biography Table.

Instead, we class it in TX649.B83 A6-Z. According to the instructions, the second cutter is for the main entry. (Hopefully you noticed that the first cutter is still .B83, the cutter we assigned to Brunetti when we received her autobiography.)
Now we receive a biography of Brunetti that was written by Carlo Greco.

It was written in Italian, but that is not significant.

We use the same base number, TX649.B83, append a second cutter for the main entry and then append the date.
### Biography Table

**Alessandra Brunetti**

<table>
<thead>
<tr>
<th>Call number</th>
<th>Main entry</th>
<th>Description of resource</th>
</tr>
</thead>
<tbody>
<tr>
<td>TX649.B83 C73 2018</td>
<td>Craven, Dorothy</td>
<td>Biography</td>
</tr>
<tr>
<td>TX649.B83 G74 2015</td>
<td>Greco, Carlo</td>
<td>Biography (in Italian)</td>
</tr>
<tr>
<td>TX649.B83 L89 2017</td>
<td>Luz, Alex</td>
<td>Criticism of autobiography</td>
</tr>
</tbody>
</table>

Now we receive a biography written by Dorothy Craven.

We use the same procedure and assign TX649.B83 C73 2018.
Biography Table

Alessandra Brunetti

<table>
<thead>
<tr>
<th>Call number</th>
<th>Main entry</th>
<th>Description of resource</th>
</tr>
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<tbody>
<tr>
<td>TX649.B83 C73 2018</td>
<td>Craven, Dorothy</td>
<td>Biography</td>
</tr>
<tr>
<td>TX649.B83 G74 2015</td>
<td>Greco, Carlo</td>
<td>Biography (in Italian)</td>
</tr>
<tr>
<td>TX649.B83 G7413 2018</td>
<td>Greco, Carlo</td>
<td>English translation of Greco's biography</td>
</tr>
<tr>
<td>TX649.B83 L89 2017</td>
<td>Luz, Alex</td>
<td>Criticism of autobiography</td>
</tr>
</tbody>
</table>

Finally, we receive an English translation of the biography by Greco. We follow the instructions for translations as written in CSM instruction sheets F 177 and G 150.

We assign the same call number as to the original work, apply the Translation Table to append 13 for English to the second cutter, and then append the date.

Now that we know how to use the standard Biography Table, let’s look at a couple of others.
Our first example is the individual biography number for scholars of Basque philology, PH5017.A-Z.

We are told to subarrange it by Table P-PZ50.

Therefore, we do not use the Biography Table in CSM instruction sheet G 320.
As you can see from the title, Table P-PZ50 is also a table for individual biography. The highlighted portion explains where it is to be used: in the language and literature schedules – that is, the P schedules – for persons who are not literary authors.

What is the difference between this table and the Biography Table in G 320? Well, there is not a substantive difference. The cutters all mean the same thing, although there is a difference in wording for .xA6-Z. So why do we need to use Table P-PZ50 instead of the table of general application? In short, because we are told to use it.

Some other biography tables are substantially different from the table of general application.
E302.6 is also an individual biography number, but we are told to use Table E2A for the people classified there.
Other Tables for Biography

**Example 2**

That table looks quite different from the Biography Table in CSM instruction sheet G 320. As you can see, it is much shorter.

It does not include a caption for collected works, selected works, or speeches. Those materials are classified elsewhere.

However, you would use the table in the same way.
A collection of letters written by Samuel Adams that was published in 2017 would be assigned E302.6.A2 from the schedule and then the cutter A4 would be appended, along with the date of publication.
Exercises

Click when you are ready to begin