

Introduction

- The .x tables
 - Purpose
 - To subarrange spans of cutters
 - To append a second cutter
 - .x refers to the already assigned cutter number
 - Are used only when instructed
 - May be an internal or external table

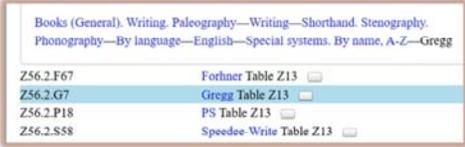
The topic of this module is the .x tables, which perform two functions. First, they are used to subarrange some spans of reserved cutters, as indicated by the schedules. And second, they provide instructions for appending a second cutter when the first cutter has already been assigned.

We refer to them as “.x tables” because of their notation, which uses a lowercase letter “x” to indicate the cutter that has been assigned already.

As with the tables that we discussed in the previous module, the tables that we discuss in this module can be used only when instructed to do so by the schedules.

Introduction

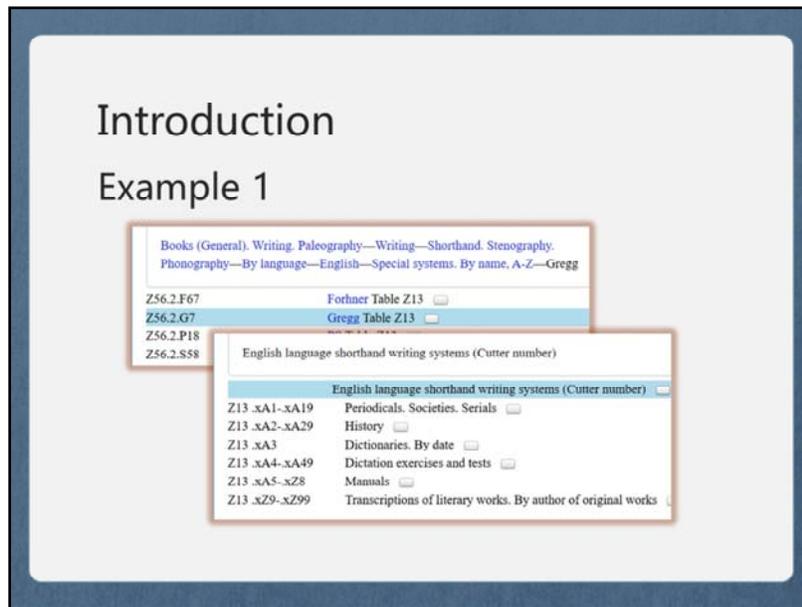
Example 1



The screenshot shows a table of classification numbers and their corresponding table names. The table is titled "Books (General). Writing. Paleography—Writing—Shorthand. Stenography. Phonography—By language—English—Special systems. By name, A-Z—Gregg". The table has two columns: the first column contains classification numbers (Z56.2.F67, Z56.2.G7, Z56.2.P18, Z56.2.S58) and the second column contains table names (Fortner Table Z13, Gregg Table Z13, PS Table Z13, Speedee-Write Table Z13). The row for Z56.2.G7 is highlighted in blue.

Books (General). Writing. Paleography—Writing—Shorthand. Stenography. Phonography—By language—English—Special systems. By name, A-Z—Gregg	
Z56.2.F67	Fortner Table Z13
Z56.2.G7	Gregg Table Z13
Z56.2.P18	PS Table Z13
Z56.2.S58	Speedee-Write Table Z13

Here is Z56.2.G7 the classification number for resources about Gregg shorthand, is subarranged by Table Z13.

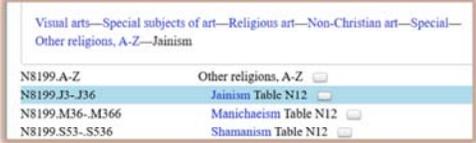


When we bring up the table, we see that each line of the table begins with the table number – which we should ignore.

The notation x, preceded by a decimal, is the first element following the table number. The .x is followed by a cutter, or a span of cutters.

Introduction

Example 2



Visual arts—Special subjects of art—Religious art—Non-Christian art—Special—
Other religions, A-Z—Jainism

N8199.A-Z	Other religions, A-Z	<input type="checkbox"/>
N8199.J3-.J36	Jainism Table N12	<input checked="" type="checkbox"/>
N8199.M36-.M366	Manichaeism Table N12	<input type="checkbox"/>
N8199.S53-.S536	Shamanism Table N12	<input type="checkbox"/>

In this example, N8199.J3-.J36, a cutter span, is used for Jain art, N8199.S54-.S546 is used for Sikh art, and so forth. Each of those cutter spans is subarranged using Table N12.

Introduction

Example 2

Visual arts—Special subjects of art—Religious art—Non-Christian art—Special—Other religions, A-Z—Jainism

N8199.A-Z
N8199.J3-J
N8199.M36
N8199.S53

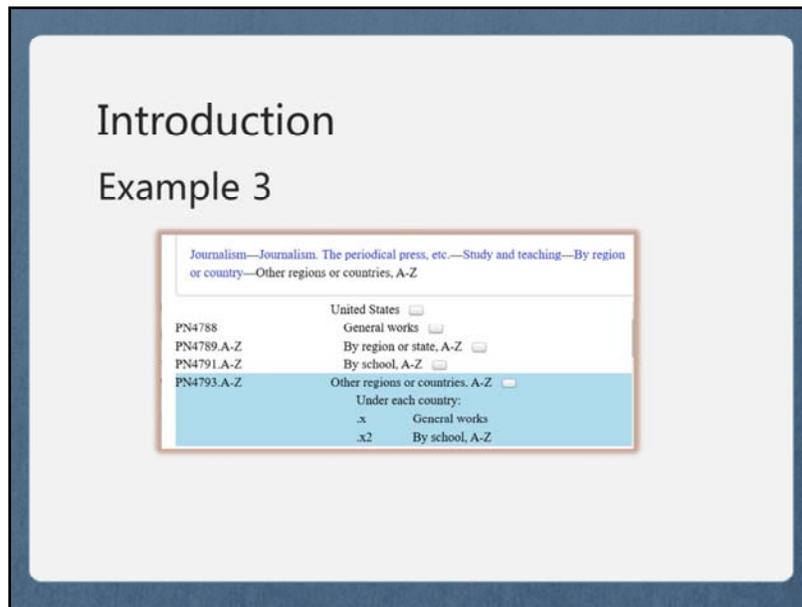
Other religions, A-Z

Subarrangement for the art of Cutter-number non-Christian religions

Subarrangement for the art of Cutter-number non-Christian religions

N12 .x1	Periodicals and societies
N12 .x2	Collections, Congresses
N12 .x3A-.x3Z	Exhibitions. By city, A-Z
N12 .x4	General works
	History
N12 .x5	General works
N12 .x6A-.x6Z	By region or country, A-Z

Here is the table. Each line is again preceded by the number of the table, and following that is an x preceded by a decimal point; the x is followed by one or more digits and/or a cutter.



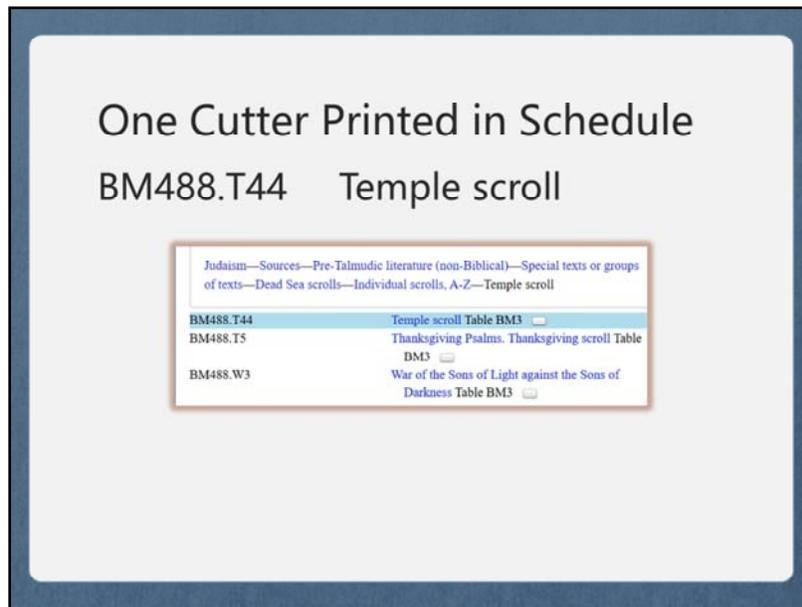
This example is a bit different.

Instead of an external table – which would be accessible through a link – the table is internal.

The table appears in PN4793.A-Z, which is the number for the study and teaching of journalism outside the United States. The cutter in P4793.A-Z refers to the country the resource is about.

The cutter is modified according to the instructions in the table if necessary, in order to create a predictable arrangement of resources on the shelf.

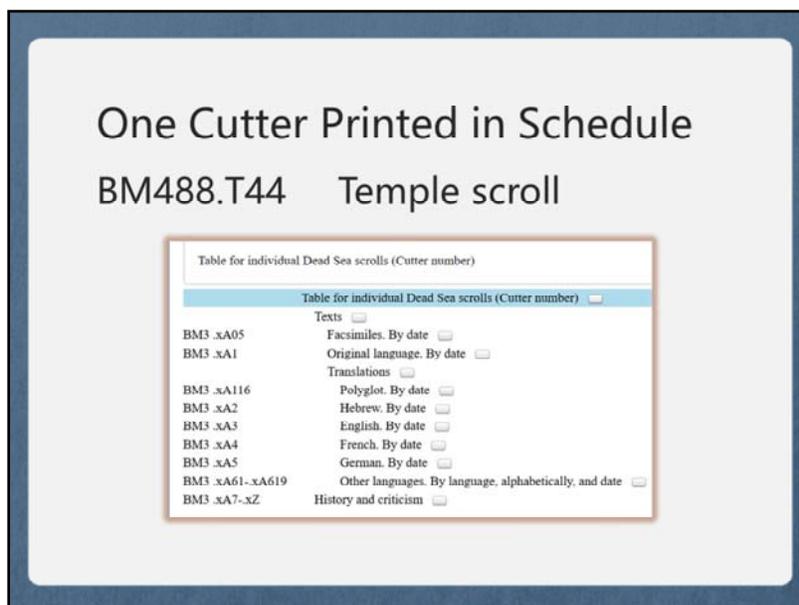
Let's look at each type of table in depth.



Our first example uses Table BM3, which is the table used for individual Dead Sea scrolls.

We are cataloging texts of the Temple scroll as well as resources about the scroll.

The number assigned in the schedule is BM4888.T44, and we are told to use Table BM3.



Let's examine the table before we discuss particular resources.

As we mentioned a few moments ago, .x stands for the cutter that has already been assigned, which is .T44. In all of the lines, the .x is followed directly by a capital letter, which is the beginning of a second cutter. In the first line, the second cutter is A05, for facsimiles of the scroll itself.

The second line is .xA1, meaning that the second cutter is A1. It is used for non-facsimile editions of the scroll in its original language.

.xA116 is for polyglot editions – meaning that the edition includes at least two languages of translation.

.xA2 is for Hebrew translations.

There are also two reserved cutter ranges present. The first is for languages of translation for which the table does not specifically provide, A61-A619; all applicable translations have to fit between A61 and A619. The second is for resources about the scroll, and must fit between A7 and Z.

The first resource that we are cataloging is a French translation of the scroll, published in 2003.

One Cutter Printed in Schedule
BM488.T44 Temple scroll

BM3 .xA05	Facsimiles. By date
BM3 .xA1	Original language. By date
BM3 .xA116	Polyglot. By date
BM3 .xA2	Hebrew. By date
BM3 .xA3	English. By date
BM3 .xA4	French. By date
BM3 .xA5	German. By date
BM3 .xA61-.xA619	Other languages. By language, alphabetically, and date
BM3 .xA7-.XZ	History and criticism

BM488.T44 A4 2003

The .x is replaced by the cutter that has already been assigned. In this case, it is provided by the schedule: .T44.

We then follow the instructions in the table. For a French translation, we add a second cutter A4. It is a reserved cutter so we cannot add any digits to it. Instead, we follow the instructions to subarrange by date. The full call number for a French translation of the Temple scroll is BM488.T44 A4 2003.

Now you try it. Let's say we are cataloging a German translation of the Temple scroll that was published in 2018.

Click the screen when you think you know what the call number should be.

One Cutter Printed in Schedule

BM488.T44 Temple scroll

BM3 .xA05	Texts <input type="checkbox"/>
BM3 .xA1	Facsimiles. By date <input type="checkbox"/>
	Original language. By date <input type="checkbox"/>
	Translations <input type="checkbox"/>
BM3 .xA116	Polygot. By date <input type="checkbox"/>
BM3 .xA2	Hebrew. By date <input type="checkbox"/>
BM3 .xA3	English. By date <input type="checkbox"/>
BM3 .xA4	French. By date <input type="checkbox"/>
BM3 .xA5	German. By date <input type="checkbox"/>
BM3 .xA61-.xA619	Other languages. By language, alphabetically, and date <input type="checkbox"/>
BM3 .xA7-.XZ	History and criticism <input type="checkbox"/>

BM488.T44 A5 2018

If you chose BM4888.T44 A5 2018, you were correct.

We replace the .x with the cutter from the schedule -- .T44 -- and then append the second cutter A5 as indicated by the table.

We then follow the subarrangement instructions and append the date.

One Cutter Printed in Schedule BM488.T44 Temple scroll

	Texts <input type="checkbox"/>
BM3 .xA05	Facsimiles. By date <input type="checkbox"/>
BM3 .xA1	Original language. By date <input type="checkbox"/>
	Translations <input type="checkbox"/>
BM3 .xA116	Polyglot. By date <input type="checkbox"/>
BM3 .xA2	Hebrew. By date <input type="checkbox"/>
BM3 .xA3	English. By date <input type="checkbox"/>
BM3 .xA4	French. By date <input type="checkbox"/>
BM3 .xA5	German. By date <input type="checkbox"/>
BM3 .xA61-.xA619	Other languages. By language, alphabetically, and date <input type="checkbox"/>
BM3 .xA7-.xZ	History and criticism <input type="checkbox"/>

Now we are cataloging a resource about the Temple scroll that written by Ephraim Rosenberg and published in 2017.

Since it is *about* the scroll, it will fall into the A7-Z line of the table.

One Cutter Printed in Schedule

BM488.T44 Temple scroll

BM3 .xA05	Facsimiles. By date
BM3 .xA1	Original language. By date
BM3 .xA116	Polyglot. By date
BM3 .xA2	Hebrew. By date
BM3 .xA3	English. By date
BM3 .xA4	French. By date
BM3 .xA5	German. By date
BM3 .xA61-.xA619	Other languages. By language, alphabetically, and date
BM3 .xA7-.XZ	History and criticism

BM488.T44 R67 2018

We replace the .x with .T44 and then assign the second cutter as directed.

We would have to check the catalog to determine where Rosenberg would fit.

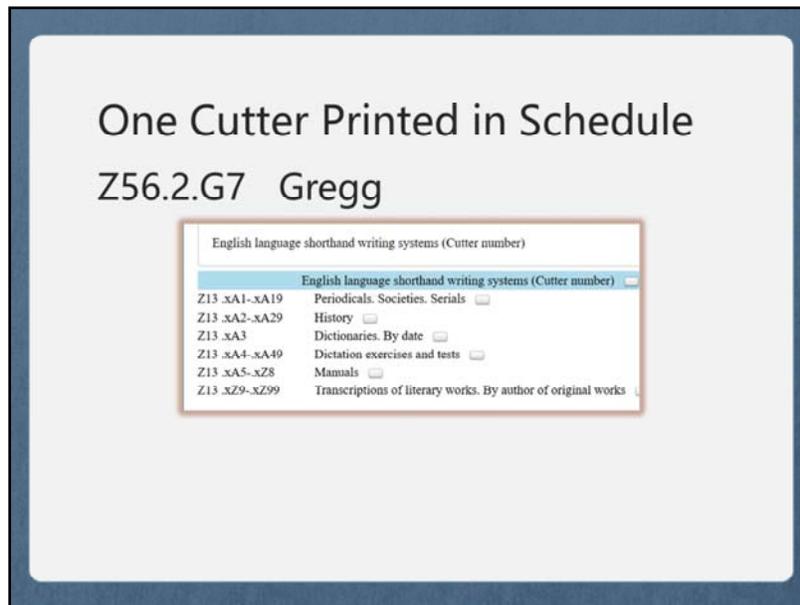
Let's say that there are not yet any cutters beginning with .R, so we are able to use the Cutter Table.

Rosenberg would be assigned R67 and the call number is completed with the date.

One Cutter Printed in Schedule Z56.2.G7 Gregg

Books (General). Writing. Paleography—Writing—Shorthand. Stenography. Phonography—By language—English—Special systems. By name, A-Z—Gregg	
Z56.2.F67	Forhner Table Z13 
Z56.2.G7	Gregg Table Z13 
Z56.2.P18	PS Table Z13 
Z56.2.S58	Speedee-Write Table Z13 

Our next example is for the Gregg shorthand system, which is classified in Z56.2.G7, which is subarranged by Table Z13.



Here is Table Z13.

The .x stands for the cutter that has already been assigned, which is .G7. In all of the lines, the .x is followed directly by a capital letter, which begins another cutter. In the first line, it is A1-A19, showing that the range is reserved for periodicals, society publications, and serials.

In the next line, the .x is followed by A2-A29, again indicating a reserved span. This time it is for history.

In the third line, the .x is followed by a single cutter, A3, showing that A3 is a reserved cutter for dictionaries.

The rest of the table is similar.

We know from the previous example that when the .x is followed by another cutter, we should simply substitute the assigned cutter for the .x and then assign a second cutter according to the instructions.

One Cutter Printed in Schedule

Z56.2.G7 Gregg

English language shorthand writing systems (Cutter number)

English language shorthand writing systems (Cutter number)	
Z13 .xA1-.xA19	Periodicals. Societies. Serials
Z13 .xA2-.xA29	History
Z13 .xA3	Dictionaries. By date
Z13 .xA4-.xA49	Dictation exercises and tests
Z13 .xA5-.xZ8	Manuals
Z13 .xZ9-.xZ99	Transcriptions of literary works. By author of original works

Entered under: A dictionary of Gregg shorthand
Date of publication: 1982
Call number: Z56.2.G7 A3 1982

We are cataloging a dictionary of Gregg shorthand with a publication date of 1982.

The first part of the call number was provided by the schedule: Z56.2.G7. The dictionaries line in the table is .xA3, so we should replace the .x with .G7 and copy over the A3.

A3 is a reserved cutter, so we cannot add any digits to it. Instead, we should follow the instructions in the caption and complete the call number by appending the date.

The full call number is Z56.2.G7 A3 1982.

One Cutter Printed in Schedule

Z56.2.G7 Gregg

English language shorthand writing systems (Cutter number)

English language shorthand writing systems (Cutter number)	
Z13 .xA1-.xA19	Periodicals. Societies. Serials
Z13 .xA2-.xA29	History
Z13 .xA3	Dictionaries. By date
Z13 .xA4-.xA49	Dictation exercises and tests
Z13 .xA5-.xA28	Manuals
Z13 .xZ9-.xZ99	Transcriptions of literary works. By author of original works

Main entry: Johnson, Karla
Title: A history of Gregg shorthand
Date of publication: 1990

Now we have a history of Gregg shorthand written by Karla Johnson.

We already know that Gregg shorthand is classified in Z56.2.G7. Table Z13 indicates that histories belong in .xA2-.xA29, a span of reserved cutters.

Our first step is to replace the .x with .G7. Now we have to determine what the second cutter means and what it should be.

The caption does not provide any special instructions, so the default instructions apply: use the main entry. Karla Johnson has to fit between A2 and A29.

One Cutter Printed in Schedule
Z56.2.G7 Gregg

Catalog		
Z56.2.G7 A23 1991	Barber, Thomas	
Z56.2.G7 A28 1978	Swift, Evangelina	

Main entry: Johnson, Karla
Title: A history of Gregg shorthand
Date of publication: 1990

We search the catalog and find that the second cutter on a resource by Barber is A23. A resource by Swift is cuttered at A28.

As we discussed in module 7.4 on reserved cutters, we have to assign a cutter that allows Johnson to fit in alphabetical order. Let's assign A25. The call number is completed with the date.

One Cutter Printed in Schedule

Z56.2.G7 Gregg

English language shorthand writing systems (Cutter number)

<input type="checkbox"/>	English language shorthand writing systems (Cutter number)
<input type="checkbox"/>	Z13 .xA1-.xA19 Periodicals. Societies. Serials
<input checked="" type="checkbox"/>	Z13 .xA2-.xA29 History
<input type="checkbox"/>	Z13 .xA3 Dictionaries. By date
<input type="checkbox"/>	Z13 .xA4-.xA49 Dictation exercises and tests
<input type="checkbox"/>	Z13 .xA5-.xAZ8 Manuals
<input type="checkbox"/>	Z13 .xZ9-.xZ99 Transcriptions of literary works

Z56.2.G7 A25 1990

Main entry: Johnson, Karla
Title: A history of Gregg shorthand
Date of publication: 1990

The full call number is Z56.2.G7 A25 1990.

One Cutter Printed in Schedule
Z56.2.G7 Gregg

English language shorthand writing systems (Cutter number)	
Z13 .xA1-.xA19	Periodicals. Societies. Serials
Z13 .xA2-.xA29	History
Z13 .xA3	Dictionaries. By date
Z13 .xA4-.xA49	Dictation exercises and tests
Z13 .xA5-.xAZ8	Manuals
Z13 .xZ9-.xZ99	Transcriptions of literary works. By author of original works

Entered under: LaSalle, Charles
Title: Practical exercises in Gregg shorthand
Date of publication: 1987

Now you try it.

You are cataloging a resource entitled *Practical exercises in Gregg shorthand* by Charles LaSalle, published in 1987.

First, in which line of the table should it be placed?

Click the screen when you know your answer.

One Cutter Printed in Schedule Z56.2.G7 Gregg

English language shorthand writing systems (Cutter number)

Z13 .xA1-.xA19	Periodicals. Societies. Serials <input type="checkbox"/>
Z13 .xA2-.xA29	History <input type="checkbox"/>
Z13 .xA3	Dictionaries. By date <input type="checkbox"/>
Z13 .xA4-.xA49	Dictation exercises and tests <input type="checkbox"/>
Z13 .xA5-.xZ8	Manuals <input type="checkbox"/>
Z13 .xZ9-.xZ99	Transcriptions of literary works. By author of original works <input type="checkbox"/>

Entered under: LaSalle, Charles
Title: Practical exercises in Gregg shorthand
Date of publication: 1987

If you said .xA4-.xZ8, you are correct.

One Cutter Printed in Schedule
Z56.2.G7 Gregg

Z13 .xA3	Dictionaries. By date
Z13 .xA4-.xA49	Dictation exercises and tests
Z13 .xA5-.xZ8	Manuals

Catalog

Z56.2.G7 A44	1981	Gaillon, Leona M.
Z56.2.G7 A45	1984	Leslie, Louis A.

Entered under: LaSalle, Charles
Title: Practical exercises in Gregg shorthand
Date of publication: 1987

Now you have to figure out the cutter. The entries from the catalog are on your screen.

Click the screen when you have decided what your cutter should be.

One Cutter Printed in Schedule
Z56.2.G7 Gregg

Z13 .xA3	Dictionaries. By date
Z13 .xA4-.xA49	Dictation exercises and tests
Z13 .xA5-.xZ8	Manuals

Catalog
Z56.2.G7 A44 1981 Gaillon, Leona M.
Z56.2.G7 A45 1984 Leslie, Louis A.

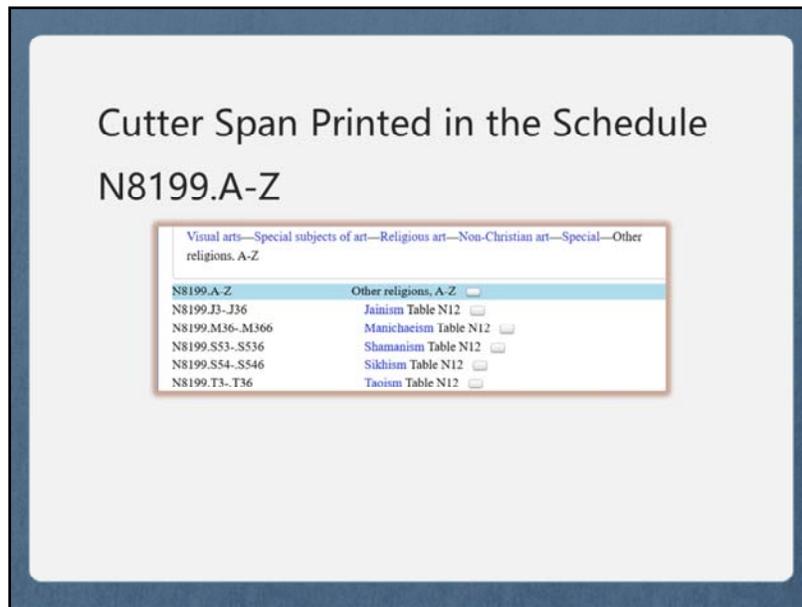
Entered under: LaSalle, Charles
Title: Practical exercises in Gregg shorthand
Date of publication: 1987

Z56.2.G7 A445 1987

Did you pick something like A445?

You may also have chosen A446, and A447 would also be okay, since LaSalle and Leslie are close to each other alphabetically.

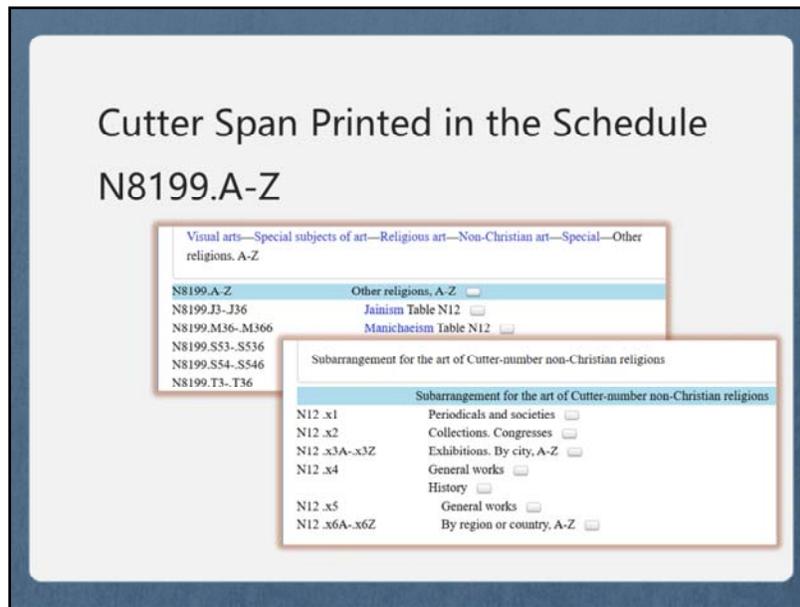
The call number is completed with the publication date.



Now let's talk about .x tables that subarrange ranges of cutters.

Each of the classification numbers on the screen is subarranged using Table N12, but the cutters are of different lengths.

Jainism's cutter range is from .J3 to .J36, Manichaeism's is from .M36 to .M366, the cutter range for Shamanism is .S53-.S536, and so on.



Here is the table. Each line of the table begins with .x, and it is followed by a digit – and sometimes also by a range of cutters.

Notice that the digits that are appended are 1 through 6. Now look back at the schedule. Every cutter span ends in a 6.

The procedure is to replace the .x with the first cutter in the assigned span. Therefore, for Jainism we will replace .x with .J3. For Sikhism, it will be .S54. Then, we apply the table.

Cutter Span Printed in the Schedule
N8199.S53-.S536 Shamanism

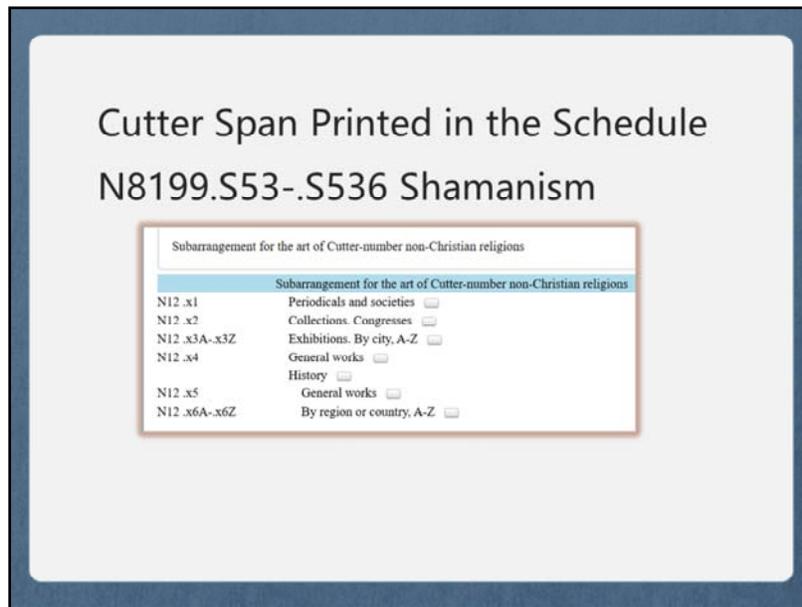
Subarrangement for the art of Cutter-number non-Christian religions

Subarrangement for the art of Cutter-number non-Christian religions	
N12 .x1	Periodicals and societies <input type="checkbox"/>
N12 .x2	Collections. Congresses <input type="checkbox"/>
N12 .x3A-.x3Z	Exhibitions. By city, A-Z <input type="checkbox"/>
N12 .x4	General works <input type="checkbox"/>
History <input type="checkbox"/>	
N12 .x5	General works <input type="checkbox"/>
N12 .x6A-.x6Z	By region or country, A-Z <input type="checkbox"/>

N8199.S535

A worldwide history of Shamanist art would be classified in N8199.S535. The cutter .S535 is a reserved cutter; you cannot add any digits to it.

There are not any special instructions for subarrangement, so a second cutter would be added to represent the main entry, and the call number would be completed by appending the date of publication.



Where would you classify a general resource about Shamanist art in general – not limited to history?

Click the screen when you have your answer.

Cutter Span Printed in the Schedule
N8199.S53-.S536 Shamanism

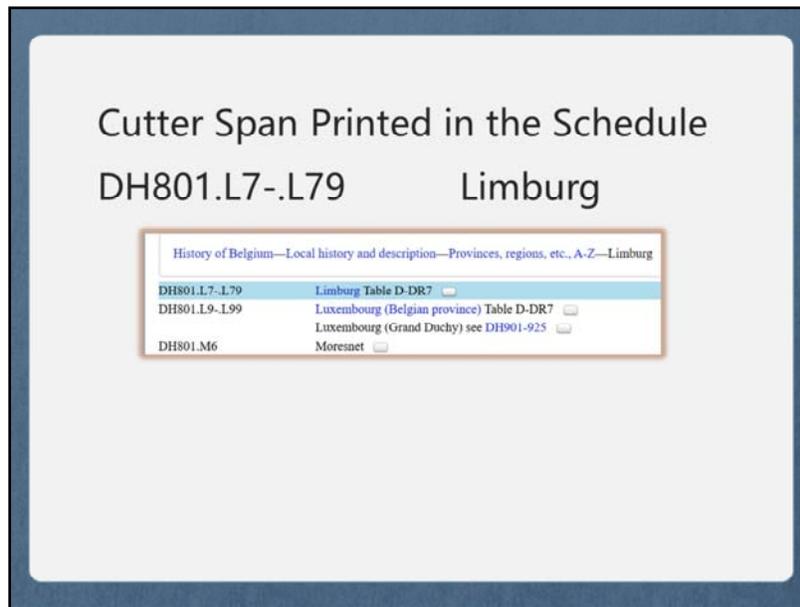
Subarrangement for the art of Cutter-number non-Christian religions

Subarrangement for the art of Cutter-number non-Christian religions	
N12 .x1	Periodicals and societies <input type="checkbox"/>
N12 .x2	Collections. Congresses <input type="checkbox"/>
N12 .x3A-.x3Z	Exhibitions. By city, A-Z <input type="checkbox"/>
N12 .x4	General works <input type="checkbox"/>
History <input type="checkbox"/>	
N12 .x5	General works <input type="checkbox"/>
N12 .x6A-.x6Z	By region or country, A-Z <input type="checkbox"/>

N8199.S534

The answer is N8199.S534. We replace .x with the first cutter in the assigned range, .S53, and append the digit 4.

As before, the call number would be completed by adding as second cutter for the main entry and then the date.



Here is another example. Resources on the history of the Belgian province of Limburg are classified in DH801.L7-.L79, which is subarranged by Table D-DR7.

Cutter Span Printed in the Schedule
DH801.L7-.L79 Limburg

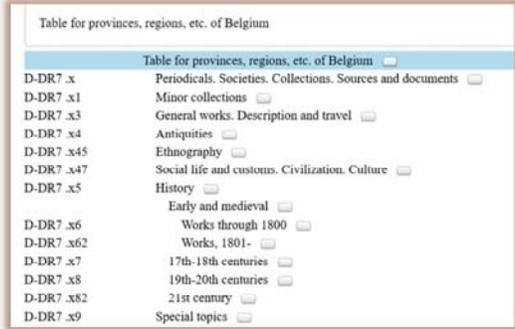


Table for provinces, regions, etc. of Belgium	
D-DR7 .x	Periodicals. Societies. Collections. Sources and documents
D-DR7 .x1	Minor collections
D-DR7 .x3	General works. Description and travel
D-DR7 .x4	Antiquities
D-DR7 .x45	Ethnography
D-DR7 .x47	Social life and customs. Civilization. Culture
D-DR7 .x5	History
	Early and medieval
D-DR7 .x6	Works through 1800
D-DR7 .x62	Works, 1801-
D-DR7 .x7	17th-18th centuries
D-DR7 .x8	19th-20th centuries
D-DR7 .x82	21st century
D-DR7 .x9	Special topics

Here is the table. Once again, we see that the table number appears on every line, and it is followed immediately by .x, which stands for the cutter. The .x is itself followed immediately by one or more digits.

What is the cutter number that will replace .x in the table?

Click the screen when you know the answer.

Cutter Span Printed in the Schedule

DH801.L7.L79 Limburg

Table for provinces, regions, etc. of Belgium

Table for provinces, regions, etc. of Belgium	
D-DR7 .x	Periodicals. Societies. Collections. Sources and documents
D-DR7 .x1	Minor collections
D-DR7 .x3	General works. Description and travel
D-DR7 .x4	Antiquities
D-DR7 .x45	Ethnography
D-DR7 .x47	Social life and customs. Civilization. Culture
D-DR7 .x5	History
	Early and medieval
D-DR7 .x6	Works through 1800
D-DR7 .x62	Works, 1801-
D-DR7 .x7	17th-18th centuries
D-DR7 .x8	19th-20th centuries
D-DR7 .x82	21st century
D-DR7 .x9	Special topics

If you said .L7, you are correct. We take the cutter from the beginning of the assigned span.

You are cataloging a resource on the social customs of Limburg. What should the classification number be?

Click the screen when you are ready to continue.

Cutter Span Printed in the Schedule
DH801.L7-.L79 Limburg

Table for provinces, regions, etc. of Belgium	
Table for provinces, regions, etc. of Belgium	
D-DR7 .x	Periodicals, Societies, Collections, Sources and documents
D-DR7 .x1	Minor collections
D-DR7 .x3	General works, Description and travel
D-DR7 .x4	Antiquities
D-DR7 .x45	Ethnography
D-DR7 .x47	Social life and customs, Civilization, Culture
D-DR7 .x5	History
	Early and medieval
D-DR7 .x6	Works through 1800
D-DR7 .x62	Works, 1801-
D-DR7 .x7	17th-18th centuries
D-DR7 .x8	19th-20th centuries
D-DR7 .x82	21st century
D-DR7 .x9	Special topics

DH801.L747

The number should be DH801.L747 because the line for social life and customs is .x47. The cutter .L7 replaces the .x and we append 47 to it.

The call number would be completed by appending a second cutter to represent the main entry and then appending the date.

Now you are cataloging a periodical about Limburg. Where should it be classified?

Click the screen when you have your answer.

Cutter Span Printed in the Schedule
DH801.L7-.L79 Limburg

Table for provinces, regions, etc. of Belgium	
D-DR7 .x	Periodicals. Societies. Collections. Sources and documents
D-DR7 .x1	Minor collections
D-DR7 .x3	General works. Description and travel
D-DR7 .x4	Antiquities
D-DR7 .x45	Ethnography
D-DR7 .x47	Social life and customs. Civilization. Culture
D-DR7 .x5	History
	Early and medieval
D-DR7 .x6	Works through 1800
D-DR7 .x62	Works, 1801-
D-DR7 .x7	17th-18th centuries
D-DR7 .x8	19th-20th centuries
D-DR7 .x82	21st century
D-DR7 .x9	Special topics

The number will be DH801.L7.

The line for periodicals does not have a digit after the .x, so we just use the first cutter in the range.

Since this is a periodical, the call number will be completed by appending a cutter for the main entry. Dates are not appended to call numbers for periodicals and serials.

Cutter Span Printed in the Schedule
DH801.L7-.L79 Limburg

Table for provinces, regions, etc. of Belgium	
D-DR7 .x	Periodicals. Societies. Collections. Sources and documents
D-DR7 .x1	Minor collections
D-DR7 .x3	General works. Description and travel
D-DR7 .x4	Antiquities
D-DR7 .x45	Ethnography
D-DR7 .x47	Social life and customs. Civilization. Culture
D-DR7 .x5	History
	Early and medieval
D-DR7 .x6	Works through 1800
D-DR7 .x62	Works, 1801-
D-DR7 .x7	17th-18th centuries
D-DR7 .x8	19th-20th centuries
D-DR7 .x82	21st century
D-DR7 .x9	Special topics

Topic: Medieval history
Author: Louis Autry
Date: 1750

Let's try one more. This time, you are cataloging a resource about the medieval history of Limburg by Louis Autry, and it was published in 1750.

Where should you class it? Also consider how you would finish the call number.

Click the slide when you are ready.

Cutter Span Printed in the Schedule
DH801.L7-.L79 Limburg

Table for provinces, regions, etc. of Belgium	
D-DR7 .x	Periodicals. Societies. Collections. Sources and documents
D-DR7 .x1	Minor collections
D-DR7 .x3	General works. Description and travel
D-DR7 .x4	Antiquities
D-DR7 .x45	Ethnography
D-DR7 .x47	Social life and customs. Civilization. Culture
D-DR7 .x5	History
	Early and medieval
D-DR7 .x6	Works through 1800
D-DR7 .x62	Works, 1801-
D-DR7 .x7	17th-18th centuries
D-DR7 .x8	19th-20th centuries
D-DR7 .x82	21st century
D-DR7 .x9	Special topics

Topic: Medieval history
Author: Louis Autry
Date: 1750
Call number:
DH801.L76 A88 1750

If you said you would classify it in DH801.L76, you are correct.

The lines “Works through 1800” and “Works, 1801- “ refer to the publication date of the resource. Since this resource was published before 1800, we will use .x6. We replace the .x with .L7 and append the 6.

There are not any special instructions for subarrangement and we cannot add digits to .L76, so a second cutter is added for the main entry and the date of publication concludes the call number.

