

Introduction

- Secondary tables
 - One table indicates that an additional table should be used to further subarrange
 - Follow the instructions in the order in which they are given
 - Apply the first table
 - Apply the second table
 - Apply any additional instructions, or follow the standard rules for cuttering by main entry and appending the date

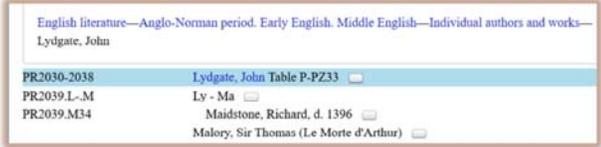
In this module, we will discuss the procedure to follow when the instructions in a table indicate that you should apply an additional table. We will refer to this as the use of secondary tables.

When using secondary tables, it is important to follow the instructions in the order in which they are given. Use the first table just as we have discussed in the previous modules, then use a second table if you are instructed to do so. Then apply any additional instructions if they are present. Then, and only then, should you consider whether to assign a cutter or digits for the main entry and/or append the date of publication.

Instructions to use secondary tables can appear in two different ways, and we will look at an example of each.

Simple Reference to Another Table

Main entry: Eisenbach, Norman
Title: Lydgate's Siege of Thebes
Subject: Lydgate, John, 1370?-1451? Siege of Thebes.
Publication date: 2001

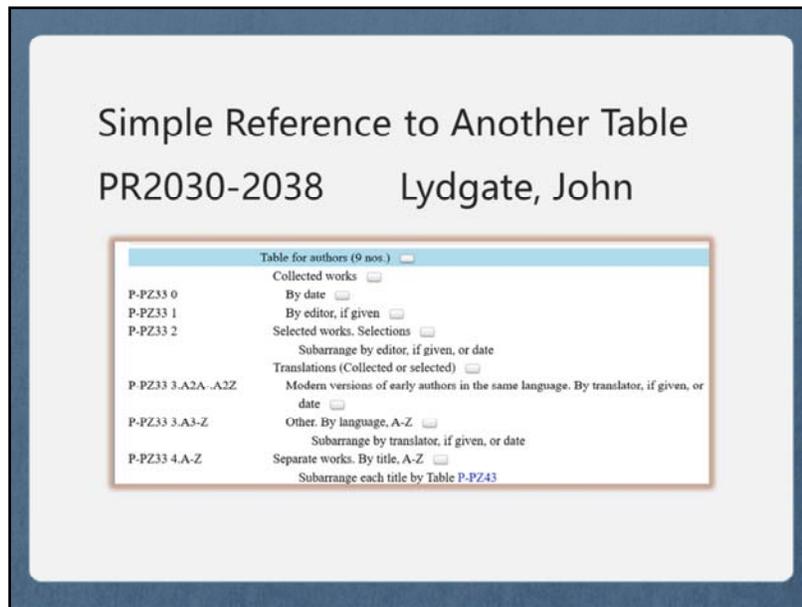


English literature—Anglo-Norman period. Early English. Middle English—Individual authors and works—	
Lydgate, John	
PR2030-2038	Lydgate, John Table P-PZ33
PR2039.L-.M	Ly - Ma
PR2039.M34	Maidstone, Richard, d. 1396
	Malory, Sir Thomas (Le Morte d'Arthur)

Here is the first way that secondary tables are indicated: one table simply refers to another.

We are cataloging a criticism of John Lydgate's *Siege of Thebes* by Norman Eisenbach.

John Lydgate is an early English author, and he is provided with a classification span of nine numbers, PR2030-PR2038. That span is arranged by Table P-PZ33.



Here we have the beginning of the table. As you can see, from its title, it is for authors who are provided with nine numbers. The table starts with a zero and the first number of that span, PR2030, ends in a zero. Therefore, applying the table is a matter of simple substitution.

We are cataloging a resource about a single work by Lydgate, so we use the caption “**Separate works**,” which has the value of 4.

Simple Reference to Another Table
PR2030-2038 Lydgate, John

Table for authors (9 nos.)

P-PZ33 0	Collected works
	By date
P-PZ33 1	By editor, if given
P-PZ33 2	Selected works. Selections
	Subarrange by editor, if given, or date
	Translations (Collected or selected)
P-PZ33 3.A2A-.A2Z	Modern versions of early authors in the same language. By translator, if given, or date
P-PZ33 3.A3-Z	Other. By language, A-Z
	Subarrange by translator, if given, or date
P-PZ33 4.A-Z	Separate works. By title, A-Z
	Subarrange each title by Table P-PZ43

PR2034

Now we follow the instructions as given. Notice that the notation of this line is not simply 4, it is 4.A-Z. Furthermore, the caption includes the instruction “**By title, A-Z**” means that we have to assign a cutter for the title, and the cutter must allow the *Siege of Thebes* to file alphabetically in the catalog.

Our first step is to check the catalog to see if *Siege of Thebes* has already been assigned a cutter.

Simple Reference to Another Table
PR2034.A-Z Siege of Thebes

Call number	Main entry	Title
PR2034.S4 A2 1911	Lydgate, John, 1370?-1451?	Serpent of division
PR2034.S5 2001	Lydgate, John, 1370?-1451?	Siege of Thebes
PR2034.S53 S65 1990	Smith, Marcel	Imagery in Lydgate's Siege of Thebes
PR2034.T4 1987	Lydgate, John, 1370?-1451?	Lydgate's Temple of glass

PR2034

We see that the catalog includes an edition of *Siege of Thebes*, which has the call number PR2034.S5 2001.

It *also* includes a criticism of *Siege of Thebes* by Marcel Smith. The criticism has the call number PR2034.S53 S65 1990.

Simple Reference to Another Table
PR2034.A-Z Siege of Thebes

Call number	Main entry	Title
PR2034.S5 2001	Lydgate, John, 1370?-1451?	Siege of Thebes
PR2034.S53 S65 1990	Smith, Marcel	Imagery in Lydgate's Siege of Thebes

Table for authors (9 nos.)—Separate works. By title, A-Z

P-PZ33 4.A-Z	Separate works. By title, A-Z
	Subarrange each title by Table P-PZ43
P-PZ33 5	Apocryphal, spurious works, etc. (Collections only)

PR2034

Compare those results to the instruction in the table.

“**By title, A-Z**” refers to the title by Lydgate, so we need to cutter for *Siege of Thebes* as if we were cuttering an edition of it. The cutter in the catalog for an edition is .S5.

Simple Reference to Another Table
PR2034.A-Z Siege of Thebes

Call number	Main entry	Title
PR2034.S5 2001	Lydgate, John, 1370?-1451?	Siege of Thebes
PR2034.S53 S65 1990	Smith, Marcel	Imagery in Lydgate's Siege of Thebes

Table for authors (9 nos.)—Separate works. By title, A-Z

P-PZ33 4.A-Z	Separate works. By title, A-Z
	Subarrange each title by Table P-PZ43
P-PZ33 5	Apocryphal, spurious works, etc. (Collections only)

PR2034.S5

We add that to the call number.

Now that we have followed the instruction “**By title, A-Z,**” we need to move on to the next instruction, “**Subarrange each title by Table P-PZ43.**”

Simple Reference to Another Table
PR2034.A-Z Siege of Thebes

Table for separate works (3 Cutter nos.)	
P-PZ43 .x date	Texts. By date <input type="checkbox"/>
	Translations <input type="checkbox"/>
P-PZ43 .xA3-.xA39	Modern versions of early works in same language. By translator, if given, or date <input type="checkbox"/>
P-PZ43 .xA399	Polyglot <input type="checkbox"/>
P-PZ43 .xA4-.xZ	Other languages, A-Z <input type="checkbox"/>
P-PZ43 .x2	Selections. By date <input type="checkbox"/>
P-PZ43 .x3	Criticism <input type="checkbox"/>

PR2034.S5

This is Table P-PZ43. As you can see from the notation, this is an “.x table.”

As we discussed in three of the previous modules in this unit, we replace the .x with the cutter that we have already determined.

We have to find the appropriate caption to use. Looking at the table, we see that there is a line for editions, there are several lines for translations, there is a line for selections from *Siege of Thebes*, and there is a line for criticism, .x3.

Simple Reference to Another Table
PR2034.A-Z Siege of Thebes

Table for separate works (3 Cutter nos.)	
P-PZ43 .x date	Texts. By date <input type="checkbox"/>
	Translations <input type="checkbox"/>
P-PZ43 .xA3-.xA39	Modern versions of early works in same language. By translator, if given, or date <input type="checkbox"/>
P-PZ43 .xA399	Polyglot <input type="checkbox"/>
P-PZ43 .xA4-.xZ	Other languages, A-Z <input type="checkbox"/>
P-PZ43 .x2	Selections. By date <input type="checkbox"/>
P-PZ43 .x3	Criticism <input type="checkbox"/>

PR2034.S53

We append the digit “3” to the cutter we have already assigned because we are cataloging a criticism by Eisenbach.

There are no special instructions about further subarrangement, so we need to append a cutter for the main entry and then the publication date.

Before we do that, though, we have to check the catalog again to ensure that we assign a cutter that allows this criticism to file alphabetically with other resources already in the catalog.

Simple Reference to Another Table
PR2034.A-Z Siege of Thebes

Call number	Main entry	Title
PR2034.S5 2001	Lydgate, John, 1370?-1451?	Siege of Thebes
PR2034.S53 S65 1990	Smith, Marcel	Imagery in Lydgate's Siege of Thebes

Main entry: Eisenbach, Norman
Title: Lydgate's Siege of Thebes
Subject: Lydgate, John, 1370?-1451? Siege of Thebes.
Publication date: 2001

PR2034.S53 E37 2001

The other criticism about *Siege of Thebes* that is already in the catalog is by Smith, and the one we are cataloging is by Eisenbach. We should use the Cutter Table to assign Eisenbach's criticism E37. We complete the call number with the date.

As you can see, therefore, when we are given instructions to use two tables, we follow those instructions in the order in which they are given.

The other situation in which we use two tables looks quite different.

Instructions that Refer to Several Tables

Social pathology. Social and public welfare. Criminology—Criminal justice administration—Penology. Prisons. Corrections—By region or country—Other regions or countries (1801-)

HV9501-9920.7	<p>Other regions or countries (1801-) Table H9 <input type="checkbox"/></p> <p>Add country number in table to HV9500</p> <p>Under each:</p> <ul style="list-style-type: none">Apply Table HV9501/1 for 10 number countriesApply Table HV9501/2 for 5 number countriesApply Table HV9501/3 for 1 number countriesApply Table HV9501/4 for 5 number regionsApply Table HV9501/5 for 1 number regions
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Let's examine the instructions given in the range HV9501-9920.7. They may look a bit frightening at first, so let's look at each piece separately.

Instructions that Refer to Several Tables

Social pathology. Social and public welfare. Criminology—Criminal justice administration—Penology. Prisons. Corrections—By region or country—Other regions or countries (1801-)

HV9501-9920.7	Other regions or countries (1801-) Table H9 <input type="checkbox"/>
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Add country number in table to HV9500

Under each:

- Apply Table HV9501/1 for 10 number countries
- Apply Table HV9501/2 for 5 number countries
- Apply Table HV9501/3 for 1 number countries
- Apply Table HV9501/4 for 5 number regions
- Apply Table HV9501/5 for 1 number regions

First we see that there is a table instruction that says to use Table H9.

Instructions that Refer to Several Tables

Social pathology. Social and public welfare. Criminology—Criminal justice administration—Penology. Prisons. Corrections—By region or country—Other regions or countries (1801-)

HV9501-9920.7 **Other regions or countries (1801-) Table H9**

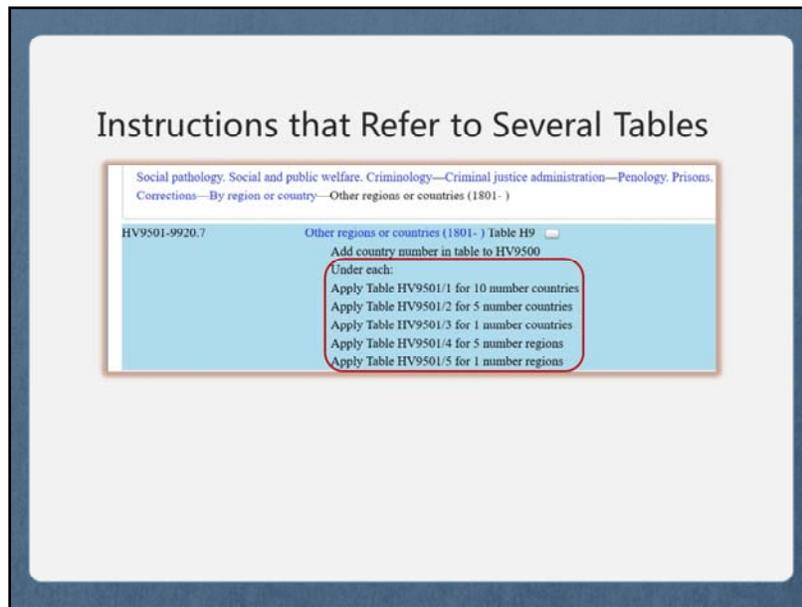
Add country number in table to HV9500

Under each:

- Apply Table HV9501/1 for 10 number countries
- Apply Table HV9501/2 for 5 number countries
- Apply Table HV9501/3 for 1 number countries
- Apply Table HV9501/4 for 5 number regions
- Apply Table HV9501/5 for 1 number regions

We are then told to “Add country number in table to HV9500.”

This should all be very familiar to you by now.



The “Under each” instructions are where things look a bit different.

Ignore the table number for now, and just look at the end of each of the statements.

Instructions that Refer to Several Tables

Social pathology. Social and public welfare. Criminology—Criminal justice administration—Penology. Prisons. Corrections—By region or country—Other regions or countries (1801-)

HV9501-9920.7 Other regions or countries (1801-) Table H9

Add country number in table to HV9500

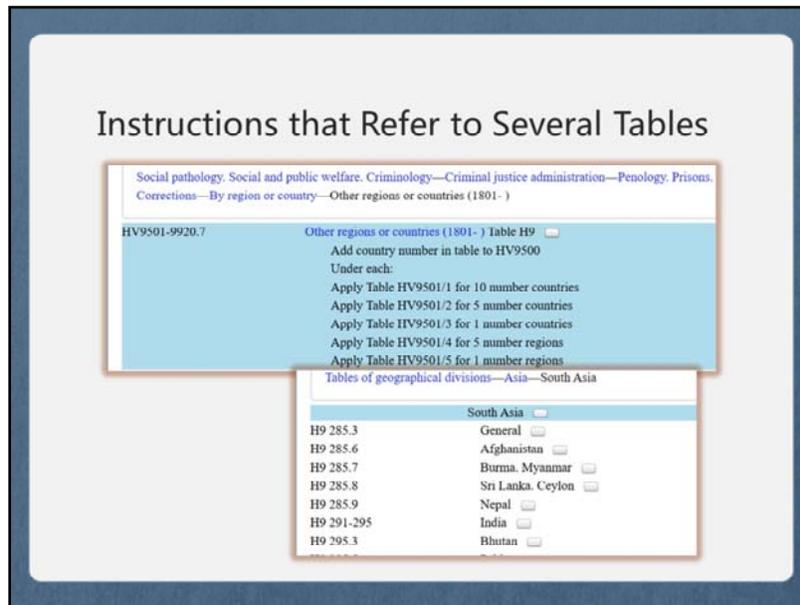
Under each:

- Apply Table HV9501.1 for 10 number countries
- Apply Table HV9501.2 for 5 number countries
- Apply Table HV9501.3 for 1 number countries
- Apply Table HV9501.4 for 5 number regions
- Apply Table HV9501.5 for 1 number regions

We see that there are 10 number countries, 5 number countries, 1 number countries, 5 number regions, and 1 number regions. This refers to the array of numbers that Table H9 assigns to each region or country in the table.

Just like the example with John Lydgate that we examined a few moments ago, we have to follow the instructions in order. We apply Table H9, and then we use the information in Table H9 to determine what secondary table to use.

Table H9 is quite long, so let's look at just a section of it to see how this works.



Here is the beginning of the section for South Asia.

South Asia, which is a region, is provided with a single number, 285.3. It is therefore a 1-number region. It literally was given one number.

Afghanistan, which was given one number, 285.6, is a single-number country. Sri Lanka, Nepal, Bhutan, and others in this section of the schedule are also single-number countries. The only exception is India. It was given the range 291-295, which is five numbers, and of course, it is a country.

Now let's look at South Asia in general again, and compare it to the instructions in the schedule. It is a 1-number region, and the schedule says that 1-number regions should be subarranged by Table HV9501/5.

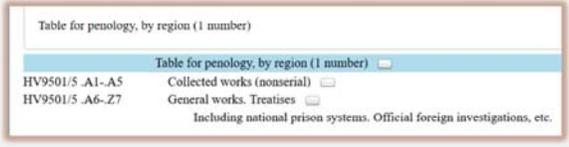
Afghanistan is a 1-number country, and the schedule says that 1-number countries should be subarranged using Table HV9501/3.

India is a 5-number country, and the schedule says to use HV9501/2 to subarrange 5-number countries.

Now let's look at the differences across those tables.

Instructions that Refer to Several Tables

- South Asia
Table HV9501/5: 1-number regions



The screenshot shows a table with the following content:

Table for penology, by region (1 number)	
HV9501/5 .A1-A5	Collected works (nonserial)
HV9501/5 .A6-Z7	General works. Treatises

Including national prison systems. Official foreign investigations, etc.

Here is Table HV9501/5, for 1-number regions.

We can see that is quite short, and provides for nonserial collected works and also general works It uses reserved cutters.

Every resource about penology in South Asia in general has to fit into a single number.

Instructions that Refer to Several Tables

- Afghanistan

Table HV9501/3: 1-number countries

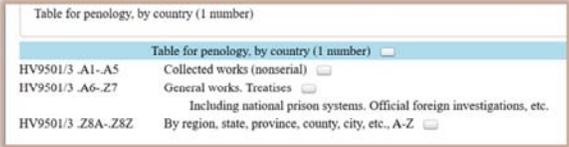


Table for penology, by country (1 number)	
	Table for penology, by country (1 number) <input type="checkbox"/>
HV9501/3 .A1-.A5	Collected works (nonserial) <input type="checkbox"/>
HV9501/3 .A6-.Z7	General works, Treatises <input type="checkbox"/>
	Including national prison systems. Official foreign investigations, etc.
HV9501/3 .Z8A-.Z8Z	By region, state, province, county, city, etc., A-Z <input type="checkbox"/>

This is Table HV9501/3, for 1-number countries.

Once again, there are reserved cutters for nonserial collected works and for general works.

Since this table is for *countries*, it has a subarrangement for individual places within the country. Notice how it is done: the first cutter for resources about penology in a local place is *.Z8*, and then it is followed by a second cutter for the local place.

This is a 1-number country, so every resource about that country has to fit within a single number.

Instructions that Refer to Several Tables

- **India**
Table HV9501/2: 5-number countries

HV9501/2 1	Congresses. Conventions
HV9501/2 1.5	Collected works (nonserial)
HV9501/2 2	History and statistics (Nonofficial works)
HV9501/2 2.5	Biography
HV9501/2 3	Policy. Prison administration For prison reform literature, see HV8980+
HV9501/2 3.5.A-Z	National prisons, A-Z
HV9501/2 4.A-Z	By region, state, or province, A-Z Subarrange each state as follows: .x = General works; .x2A-Z = Institutions. By place, A-Z For documents and reports, see references above "Congresses. Conventions"
HV9501/2 5.A-Z	By city, A-Z Subarrange each city as follows: .x = General works; .x2A-Z = Institutions. By name, A-Z For documents and reports, see references above "Congresses. Conventions"

Here is Table HV9501/2, for 5-number countries.

We immediately see that the individual captions in the table are much more specific than the captions for the 1-number countries and regions. There is a specific number for biography, for example, and one for prison administration. There are also separate numbers for provinces and cities, which themselves provide further instructions for subarrangement.

Why do some countries have a single number and other countries have five or even ten numbers? You know, that's a good question. Those decisions were made based in part on the number and types of publications that classification specialists expected the Library of Congress to receive about penology as it exists in each country. Other considerations may have been the sheer size of the country, or the size and complexity of the penal system in each country.

Let's look at some concrete examples.

Instructions that Refer to Several Tables

Social pathology: Social and public welfare. Criminology—Criminal justice administration—Penology. Prisons. Corrections—By region or country—Other regions or countries (1801-)

HV9501-9920.7	Other regions or countries (1801-) Table H9
H9 285.3	South Asia
H9 285.6	General
H9 285.7	Afghanistan
H9 285.8	Burma, Myanmar
	Sri Lanka, Ceylon

Add country number in table to HV9500
Under each:
Apply Table HV9501/1 for 10 number countries
Apply Table HV9501/2 for 5 number countries
Apply Table HV9501/3 for 1 number countries
Apply Table HV9501/4 for 5 number regions
Apply Table HV9501/5 for 1 number regions

Main entry: Talib, Ahmad
Title: The history of the Afghan penal system
Publication date: 2008

HV9785.6

We are cataloging a resource entitled *The History of the Afghan Penal System* by Ahmad Talib.

Afghanistan is assigned 285.6 in the table, and the schedule indicates that we have to add that number to HV9500, making the beginning of the class number HV9785.6.

Because Afghanistan is a one-number country, we have to use Table HV9501/3.

Instructions that Refer to Several Tables

Table for penology, by country (1 number)	
HV9501/3 .A1-.A5	Collected works (nonserial) <input type="checkbox"/>
HV9501/3 .A6-.Z7	General works. Treatises <input type="checkbox"/>
Including national prison systems. Official foreign investigations, etc.	
HV9501/3 .Z8A-.Z8Z	By region, state, province, county, city, etc., A-Z <input type="checkbox"/>

Main entry: Talib, Ahmad
Title: The history of the Afghan penal system
Publication date: 2008

HV9785.6

Here is that table.

We see that general works about the Afghan penal system such as the one we are cataloging are assigned the cutter range .A6-.Z7, and there are no special instructions about the meaning of the cutter. Therefore, we assign a cutter based on the main entry.

We should check the catalog to ensure that we assign a cutter that allows Talib to file alphabetically with the other main entries. Let's say for purposes of this example that there are not any main entries beginning with T in the catalog yet. We should use the Cutter Table to assign .T35, and then of course we append the publication date.

Instructions that Refer to Several Tables

Table for penology, by country (1 number)

	Table for penology, by country (1 number) <input type="checkbox"/>
HV9501/3 .A1-.A5	Collected works (nonserial) <input type="checkbox"/>
HV9501/3 .A6-.Z7	General works. Treatises <input type="checkbox"/>
	Including national prison systems. Official foreign investigations, etc.
HV9501/3 .Z8A-.Z8Z	By region, state, province, county, city, etc., A-Z <input type="checkbox"/>

Main entry: Talib, Ahmad
Title: The history of the Afghan penal system
Publication date: 2008

HV9785.6.T35 2008

The full call number is HV9785.6.T35 2008.

Instructions that Refer to Several Tables

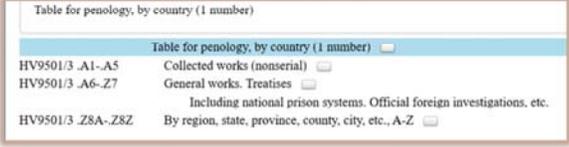


Table for penology, by country (1 number)	
HV9501/3 .A1-.A5	Collected works (nonserial) <input type="checkbox"/>
HV9501/3 .A6-.Z7	General works. Treatises <input type="checkbox"/> Including national prison systems. Official foreign investigations, etc.
HV9501/3 .Z8A-.Z8Z	By region, state, province, county, city, etc., A-Z <input type="checkbox"/>

Main entry: Talib, Ahmad
Title: Prisons in Kandahar Province
Publication date: 2017

HV9785.6

Now let's say that the same author writes a resource on the history of prisons in Kandahar.

Since Afghanistan is a 1-number country, the call number for this resource also begins with HV9785.6. But now we have to use the final line of the table to indicate that the resource is about Kandahar.

We should assign a cutter for Kandahar, but first we have to consult the catalog to determine whether it has already been assigned a cutter; or, if not, to see what other places that begin with the letter K already have cutters.

Instructions that Refer to Several Tables

Table for penology, by country (1 number)

	Table for penology, by country (1 number) <input type="checkbox"/>
HV9501/3 .A1-.A5	Collected works (nonserial) <input type="checkbox"/>
HV9501/3 .A6-.Z7	General works. Treatises <input type="checkbox"/>
	Including national prison systems. Official foreign investigations, etc.
HV9501/3 .Z8A-.Z8Z	By region, state, province, county, city, etc., A-Z <input type="checkbox"/>

K33 Kabul

Main entry: Talib, Ahmad
Title: Prisons in Kandahar Province
Publication date: 2017

HV9785.6.Z8

We find that the only cutter that begins with a K is the one for Kabul, K33.

Instructions that Refer to Several Tables

Table for penology, by country (1 number)

	Table for penology, by country (1 number) <input type="checkbox"/>
HV9501/3 .A1-.A5	Collected works (nonserial) <input type="checkbox"/>
HV9501/3 .A6-.Z7	General works. Treatises <input type="checkbox"/>
Including national prison systems. Official foreign investigations, etc.	
HV9501/3 .Z8A-.Z8Z	By region, state, province, county, city, etc., A-Z <input type="checkbox"/>

K33 Kabul

Main entry: Talib, Ahmad
Title: Prisons in Kandahar Province
Publication date: 2017

HV9785.6.Z8 K36

We can assign Kandahar K36, which follows the Cutter Table and also fits alphabetically.

Now we append digits for the main entry and the date.

Instructions that Refer to Several Tables

Table for penology, by country (1 number)

	Table for penology, by country (1 number) <input type="checkbox"/>
HV9501/3 .A1-.A5	Collected works (nonserial) <input type="checkbox"/>
HV9501/3 .A6-.Z7	General works. Treatises <input type="checkbox"/>
	Including national prison systems. Official foreign investigations, etc.
HV9501/3 .Z8A-.Z8Z	By region, state, province, county, city, etc., A-Z <input type="checkbox"/>

Main entry: Talib, Ahmad
Title: Prisons in Kandahar Province
Publication date: 2017

HV9785.6.Z8 K3683 2017

The full call number is HV9785.6.Z8 K3683 2017.

Instructions that Refer to Several Tables

Social pathology. Social and public welfare. Criminology.—Criminal justice administration.—Penology. Prisons. Corrections.—By region or country.—Other regions or countries (1801-)

HV9501-9920.7	Other regions or countries (1801-) Table H9 <input type="checkbox"/>
Add country number in table to HV9500	
Under each:	
Apply Table HV9501/1 for 10 number countries	
Apply Table HV9501/2 for 5 number countries	
Apply Table HV9501/3 for 1 number countries	
Apply Table HV9501/4 for 5 number regions	
Apply Table HV9501/5 for 1 number regions	

Main entry: Thompson, Matthew
Title: Prison administration in India
Publication date: 2016

The next resource to be cataloged is about prison administration in India.

As before, we will apply the tables and instructions in the order in which they are presented.

We are told to use Table H9, and add the numbers for India that we find there to HV9500.

Instructions that Refer to Several Tables

Tables of geographical divisions—Asia—South Asia

South Asia <input type="checkbox"/>	
H9 285.3	General <input type="checkbox"/>
H9 285.6	Afghanistan <input type="checkbox"/>
H9 285.7	Burma, Myanmar <input type="checkbox"/>
H9 285.8	Sri Lanka, Ceylon <input type="checkbox"/>
H9 285.9	Nepal <input type="checkbox"/>
H9 291-295	India <input type="checkbox"/>
H9 295.3	Bhutan <input type="checkbox"/>

Main entry: Thompson, Matthew
Title: Prison administration in India
Publication date: 2016

HV9791-9795

India has been assigned 291-295, which calculates to HV9791-9795.

Now we consult Table HV9501/2, because India is a 5-number country.

Instructions that Refer to Several Tables

HV9501/2 1	Congresses. Conventions <input type="checkbox"/>
HV9501/2 1.5	Collected works (nonserial) <input type="checkbox"/>
HV9501/2 2	History and statistics (Nonofficial works) <input type="checkbox"/>
HV9501/2 2.5	Biography <input type="checkbox"/>
HV9501/2 3	Policy. Prison administration <input type="checkbox"/>
	For prison reform literature, see HV8980+
HV9501/2 3.5.A-Z	National prisons, A-Z <input type="checkbox"/>
HV9501/2 4.A-Z	By region, state, or province, A-Z <input type="checkbox"/>
	Subarrange each state as follows: x = General works; x2A-Z = Institutions. By place, A-Z
	For documents and reports, see references above "Congresses. Conventions"

Main entry: Thompson, Matthew
Title: Prison administration in Mumbai
Subject: Prison administration—India—Mumbai.
Publication date: 2016

HV9793

Prison administration is given the value 3, so the call number begins with HV9793.

There are no special instructions about assigning the cutter, so we cutter by main entry and append the date.

Remember to check the catalog before you assign a cutter, though! You want to make sure that the main entries will be in alphabetical order.

Instructions that Refer to Several Tables

HV9501/2 1	Congresses. Conventions <input type="checkbox"/>
HV9501/2 1.5	Collected works (nonserial) <input type="checkbox"/>
HV9501/2 2	History and statistics (Nonofficial works) <input type="checkbox"/>
HV9501/2 2.5	Biography <input type="checkbox"/>
HV9501/2 3	Policy. Prison administration <input type="checkbox"/>
	For prison reform literature, see HV8980+
HV9501/2 3.5.A-Z	National prisons, A-Z <input type="checkbox"/>
HV9501/2 4.A-Z	By region, state, or province, A-Z <input type="checkbox"/>
	Subarrange each state as follows: x = General works; x2A-Z = Institutions. By place, A-Z
	For documents and reports, see references above "Congresses. Conventions"

Main entry: Thompson, Matthew
Title: Prison administration in Mumbai
Subject: Prison administration—India—Mumbai.
Publication date: 2016

HV9793.T464 2016

We can assign HV9793.T464 2016.

Instructions that Refer to Several Tables

Social pathology. Social and public welfare. Criminology.—Criminal justice administration.—Penology. Prisons. Corrections.—By region or country.—Other regions or countries (1801-)

HV9501-9920.7	Other regions or countries (1801-) Table H9 <input type="checkbox"/>
Add country number in table to HV9500	
Under each:	
Apply Table HV9501/1 for 10 number countries	
Apply Table HV9501/2 for 5 number countries	
Apply Table HV9501/3 for 1 number countries	
Apply Table HV9501/4 for 5 number regions	
Apply Table HV9501/5 for 1 number regions	

Main entry: Murthy, A. T.
Title: Jalalabad Central Jail, Firozpur, India
Publication date: 2017

Here is a resource on a specific institution, the Jalalabad Central Jail in Firozpur, India.

We follow the same procedure as before.

Instructions that Refer to Several Tables

Tables of geographical divisions—Asia—South Asia

South Asia <input type="checkbox"/>	
H9 285.3	General <input type="checkbox"/>
H9 285.6	Afghanistan <input type="checkbox"/>
H9 285.7	Burma. Myanmar <input type="checkbox"/>
H9 285.8	Sri Lanka. Ceylon <input type="checkbox"/>
H9 285.9	Nepal <input type="checkbox"/>
H9 291-295	India <input type="checkbox"/>
H9 295.3	Bhutan <input type="checkbox"/>

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HV9791-9795

When we calculate the range given to India, the classification number is between HV9791 and HV9795.

Now we consult the table for the 5-number countries.

Instructions that Refer to Several Tables

Subarrange each state as follows: x = General works; x2A-Z = Institutions. By place, A-Z
For documents and reports, see references above "Congresses. Conventions"
HV9501/2 S.A-Z By city, A-Z
Subarrange each city as follows: x = General works; x2A-Z = Institutions. By name, A-Z
For documents and reports, see references above "Congresses. Conventions"

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This time we need to use the caption “**By city, A-Z**,” because Jalalabad Central Jail is in a specific city, Firozpur.

Instructions that Refer to Several Tables

Subarrange each state as follows: .x = General works; .x2A-Z = Institutions. By place, A-Z For documents and reports, see references above "Congresses. Conventions"
HV9501/2 .S.A-Z By city, A-Z
Subarrange each city as follows: .x = General works; .x2A-Z = Institutions. By name, A-Z For documents and reports, see references above "Congresses. Conventions"

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HV9795

Therefore, the beginning of the call number will be HV9795.

The notation includes .A-Z, and the caption indicates that the cutter refers to the city. Therefore, the second cutter is for Firozpur. We need to check the catalog before we assign the cutter, to see if Firozpur has already been assigned one.

Instructions that Refer to Several Tables

Subarrange each state as follows: .x = General works; .x2A-Z = Institutions. By place, A-Z
For documents and reports, see references above "Congresses, Conventions"

HV9501/2 5.A-Z By city, A-Z

Subarrange each city as follows: .x = General works; .x2A-Z = Institutions. By name, A-Z
For documents and reports, see references above "Congresses, Conventions"

.F3 Faridkot

Main entry: Murthy, A. T.
Title: Jalalabad Central Jail, Firozpur, India
Publication date: 2017

HV9795.F57

It has not, but Faridkot has been assigned .F3, so we can use the Cutter Table to assign .F57 to Firozpur.

Instructions that Refer to Several Tables

Subarrange each state as follows: .x = General works; .x2A-Z = Institutions. By place, A-Z
For documents and reports, see references above "Congresses. Conventions"

HV9501/2 5.A-Z By city, A-Z

Subarrange each city as follows: .x = General works; .x2A-Z = Institutions. By name, A-Z
For documents and reports, see references above "Congresses. Conventions"

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Publication date: 2017

HV9795.F572

There are instructions for subarrangement. The cutter for an individual institution in a city consists of the cutter for the city with a 2 appended. The entire first cutter is therefore .F572.

Instructions that Refer to Several Tables

Subarrange each state as follows: .x = General works; .x2A-Z = Institutions. By place, A-Z
For documents and reports, see references above "Congresses. Conventions"

HV9501/2 5.A-Z By city, A-Z

Subarrange each city as follows: .x = General works; .x2A-Z = Institutions. By name, A-Z
For documents and reports, see references above "Congresses. Conventions"

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Title: Jalalabad Central Jail, Firozpur, India
Publication date: 2017

HV9795.F572 J35

The second cutter can be J35 for Jalalabad, which is the first word in the name of the jail.

If a cutter had already been assigned for Firozpur you would have to check the catalog before assigning a cutter for the jail, to see if any resources about the jail were already classified there. You would use the cutter that was already assigned, if so.

Instructions that Refer to Several Tables

Subarrange each state as follows: .x = General works; .x2A-Z = Institutions. By place, A-Z
For documents and reports, see references above "Congresses. Conventions"

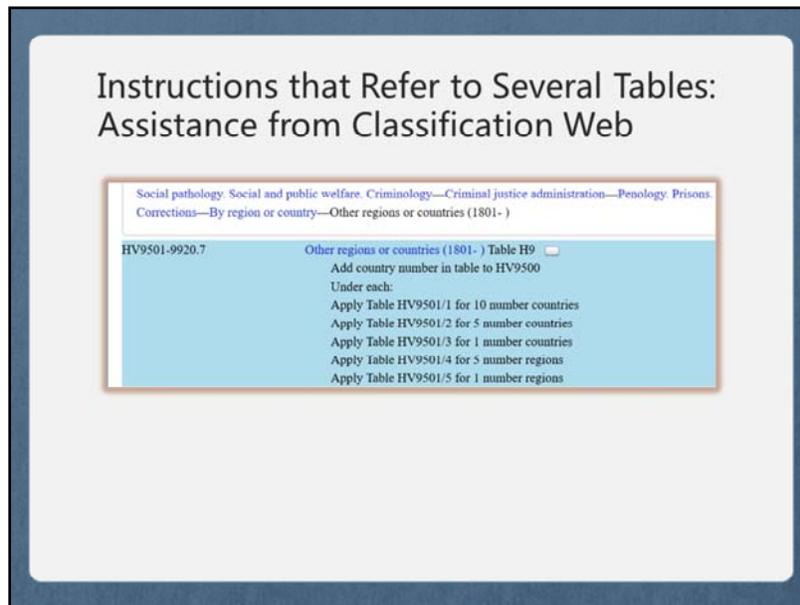
HV9501/2 .S.A-Z By city, A-Z

Subarrange each city as follows: .x = General works; .x2A-Z = Institutions. By name, A-Z
For documents and reports, see references above "Congresses. Conventions"

Main entry: Murthy, A. T.
Title: Jalalabad Central Jail, Firozpur, India
Publication date: 2017

HV9795.F572 J3568 2017

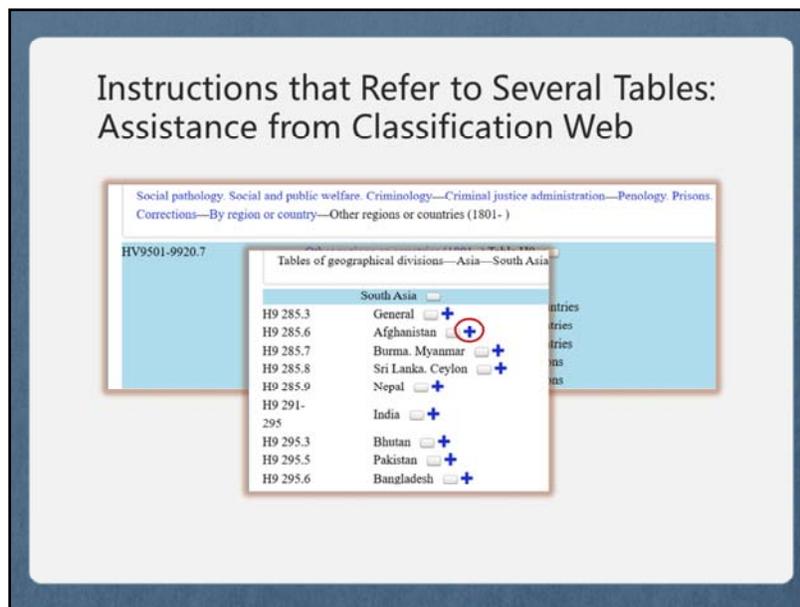
There are not any special instructions for subarranging the name of the jail, so we append digits to represent the main entry and then append the date.



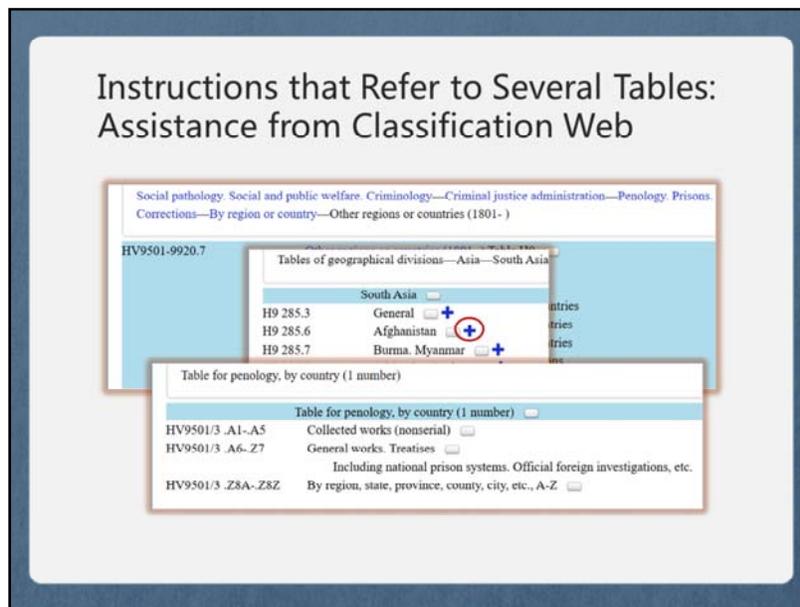
Before we conclude this module, we want to show you an important way that Classification Web can help you apply secondary tables.

As you will recall, the standard browser does not do any table calculations for you. However, it will show you which secondary table to use.

Here is the same classification range that we have been discussing. Clicking on the hyperlink will take you to the table, as you would expect.

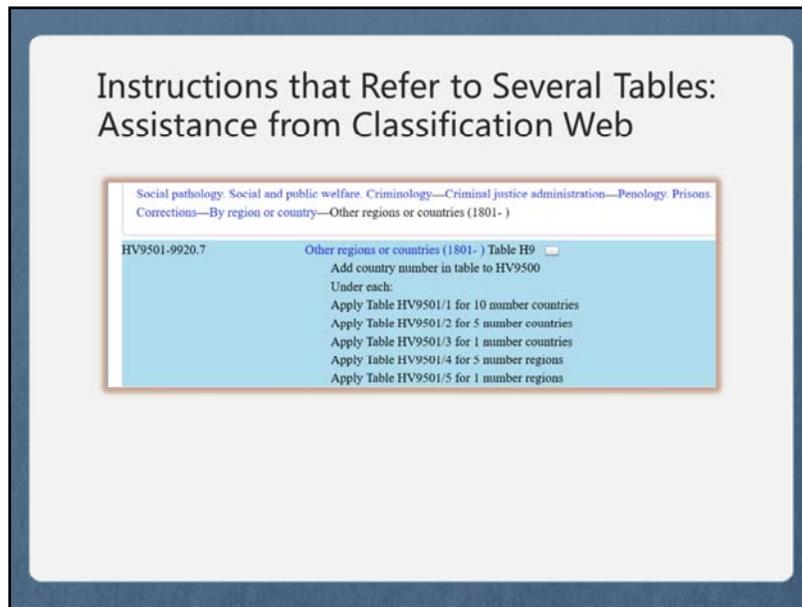


Here is the section of the table for South Asia. Notice that there is a plus-shaped icon next to most of the lines. We have not seen an icon like this so far in this training, and in fact it appears only in this specific circumstance.



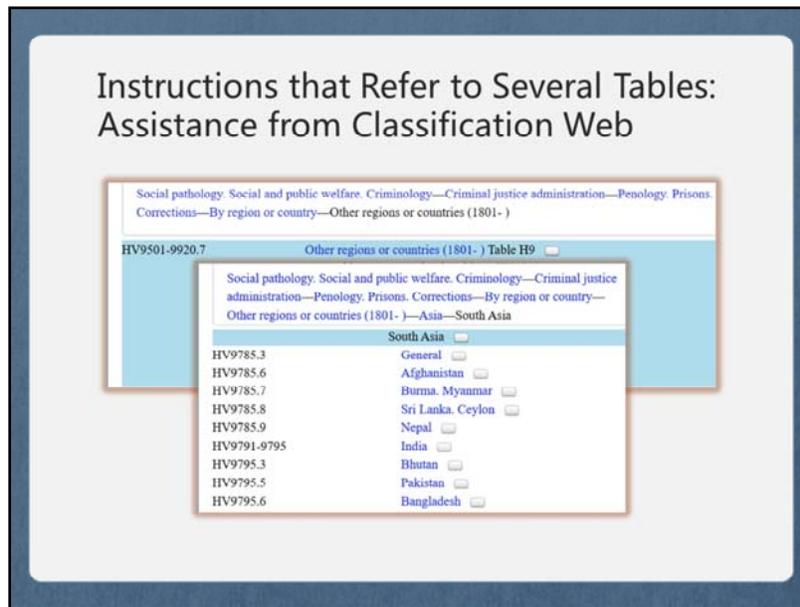
Clicking on it displays the secondary table that should be used to subarrange the number or range of numbers.

Class Web does not calculate any numbers for you, but it at least displays the correct table.



The enhanced browser provides even more help, because it does some table calculations for you.

Once again, this is the range of numbers for penology and prisons, HV9501-9920.7.



If we click on the hyperlink, Table H9 is brought into the schedule. We can immediately see the calculated range of numbers for South Asia in general and the individual countries of South Asia. As we have seen, Afghanistan is HV9785.6 and India has the range HV9791-9795.

By clicking on the hyperlink for the country, the secondary table is also brought into the schedule. In other words, we do not have to count numbers, refer back to the schedule, and so on. Classification Web does it for us, *if* we use the enhanced browser.

Instructions that Refer to Several Tables: Assistance from Classification Web

Social pathology. Social and public welfare. Criminology—Criminal justice administration—Penology. Prisons. Corrections—By region or country—Other regions or countries (1801-)

HV9501-9920.7 Other regions or countries (1801-) Table H9

Social pathology. Social and public welfare. Criminology—Criminal justice administration—Penology. Prisons. Corrections—By region or country—Other regions or countries (1801-)—Asia—South Asia

South Asia

HV9785.3 General

HV9785.6 Afghanistan

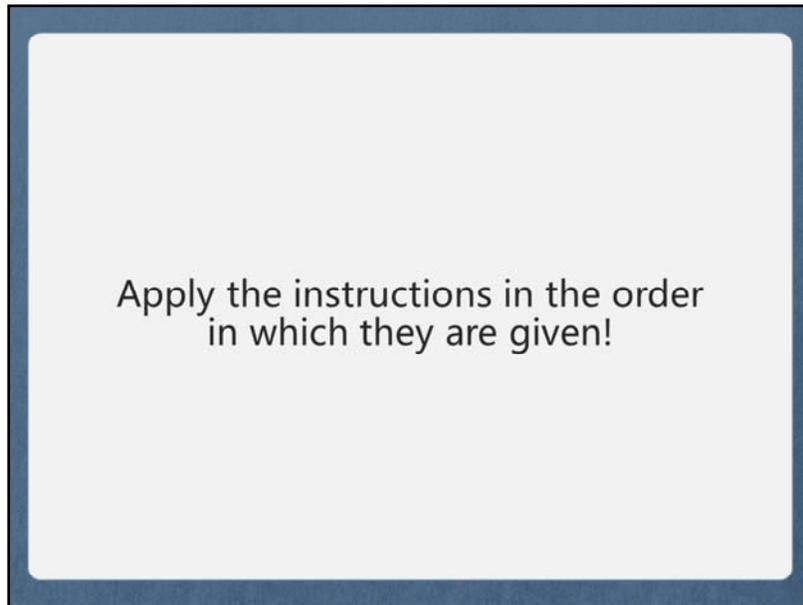
Social pathology. Social and public welfare. Criminology—Criminal justice administration—Penology. Prisons. Corrections—By region or country—Other regions or countries (1801-)—Asia—South Asia—Afghanistan—Collected works (nonserial)

HV9785.6.A1-.A5 Collected works (nonserial)

HV9785.6.A6-.Z7 General works. Treatises

HV9785.6.Z8A-.Z8Z By region, state, province, county, city, etc., A-Z

Here is the entry for Afghanistan, with Table H9 and Table HV9501/3 calculated for us. We can easily see the entire span of classification numbers.



Tables allow us to create numbers in building-block fashion, and nowhere is that more the case than when we are using multiple tables to create a number.

The most important point to remember is to always follow the instructions in the order in which they are given to you.

