

## Introduction

- MARC coding that relates to subject analysis
- Not a general overview of MARC format
  - For an overview see
    - Understanding MARC Bibliographic  
<http://www.loc.gov/marc/umb/>
    - Understanding MARC Authority  
<http://www.loc.gov/marc/uma/>
  - For full information on the MARC formats see  
<http://www.loc.gov/marc>

Throughout the LCSH training, we have avoided where possible any discussion of MARC format, because the library community is moving away from it. However, most cataloging – including the cataloging performed at the Library of Congress – is still coded in the MARC format. In this unit we will focus on the MARC coding that relates specifically to subject cataloging.

This unit presumes that you are already familiar with the MARC format, and it is, therefore, not a general introduction to MARC. For instance, we will not define the terms *fixed field*, *variable field*, *tag*, or *indicator*. If you do not know what those terms mean in the context of MARC format, we suggest that you stop the video and read two short publications that provide a brief description and tutorial of the MARC format: *Understanding MARC Bibliographic* and *Understanding MARC Authority*. Both are freely available online on LC's website, at the URLs on your screen.

Full information, including definitions of all MARC fields, subfields, and indicators, may be found on LC's website, at the URL shown on your screen.

## Introduction

- In this module
  - Bibliographic subject access fields
- In the next modules
  - Authority format as implemented for LCSH
  - Fixed field in the bibliographic format
  - Geographic area codes

In this module, we will discuss LCSH's use of the subject access fields in the bibliographic format. You may know them as the 6XX block.

In the next module, we will explain how the MARC authority format has been implemented by the Library of Congress. The other modules in this unit will discuss the use of LCSH-related coding in MARC bibliographic's fixed field and geographic area codes.

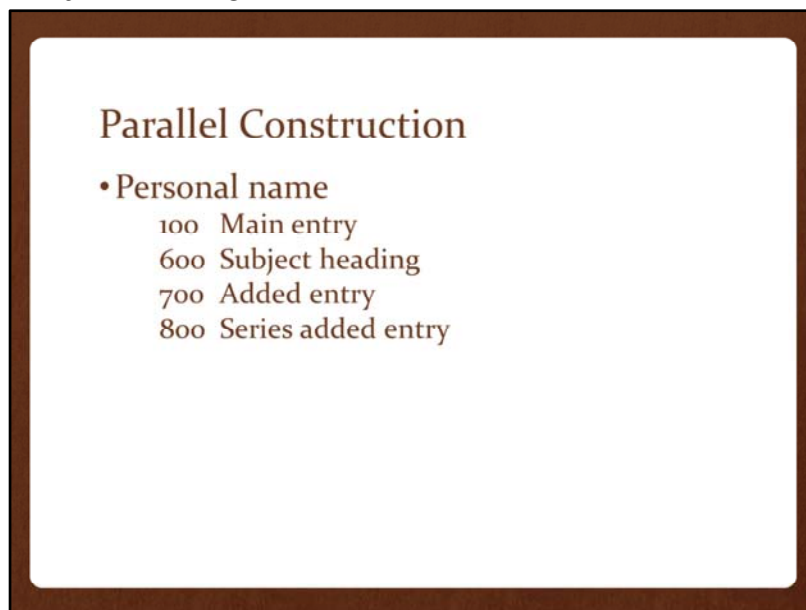
## Subject Access Fields in Context

- Blocks of variable fields
  - 0xx Control, code, and number fields
  - 1xx Main entry fields
  - 2xx Title, edition, imprint, etc., fields
  - 3xx Physical description, etc., fields
  - 4xx Series statement fields
  - 5xx Note fields
  - 6xx Subject access fields
  - 7xx Added entry and linking fields
  - 8xx Series added entry fields

Before we talk specifically about the subject access fields in the MARC bibliographic format, we should put them into context.

As a review, the MARC bibliographic format is divided into blocks of fields based on their purpose. For example, the 3XX block is for the physical description of a resource, the 4XX block is for series statements, the 5XX block is for notes, and so forth.

Subject headings are contained in the 6XX block, which is for subject access fields.



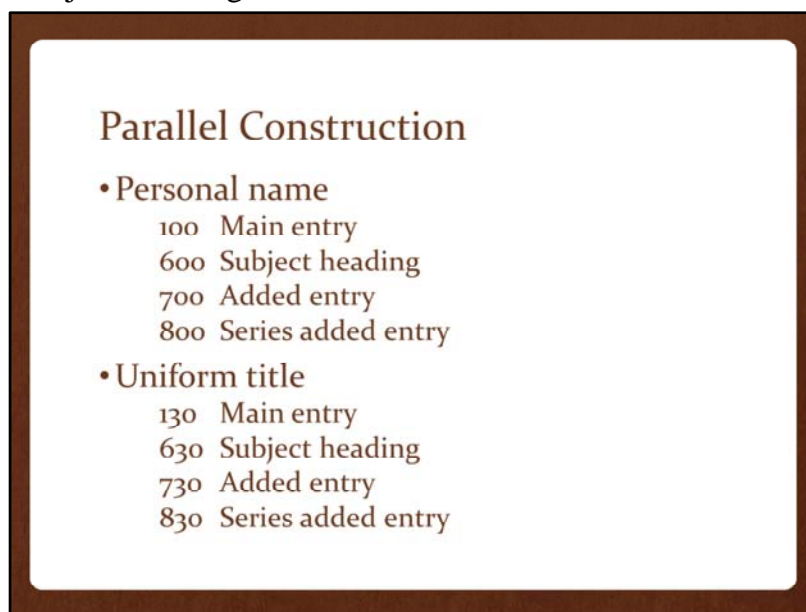
**Parallel Construction**

- Personal name
  - 100 Main entry
  - 600 Subject heading
  - 700 Added entry
  - 800 Series added entry

MARC format uses parallel tag construction. For example, in access fields – that is, any field whose tag begins with a 1, 6, 7, or 8 – the meaning of the final two digits of the tag is consistent.

Therefore, the 100, 600, 700, and 800 fields all are for personal names.

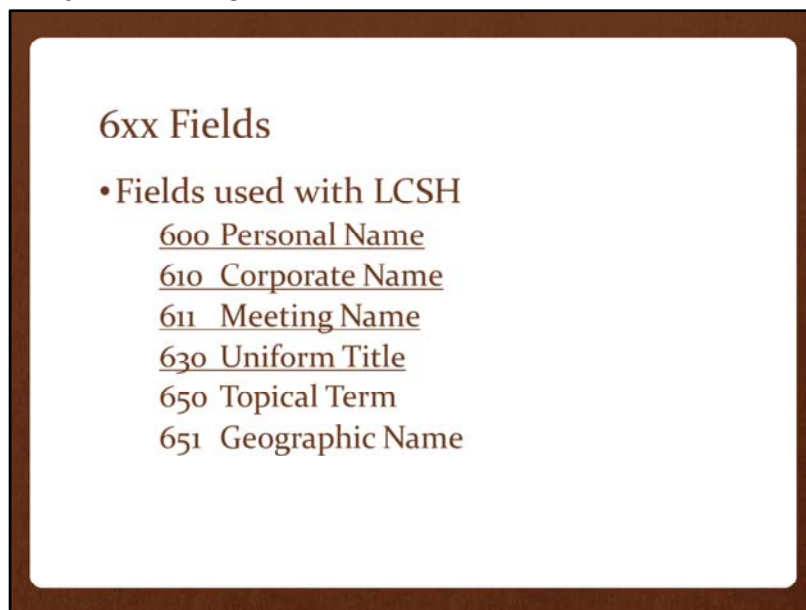
The first digit of the tag provides the context – the 100 field is a personal name that is used as a main entry, the 600 contains a personal name that is used as a subject heading, and so on.



**Parallel Construction**

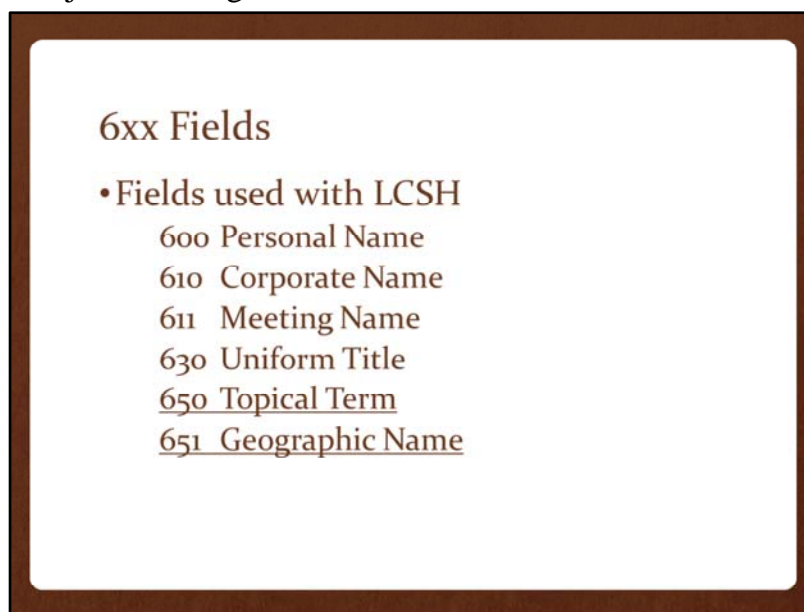
- **Personal name**
  - 100 Main entry
  - 600 Subject heading
  - 700 Added entry
  - 800 Series added entry
- **Uniform title**
  - 130 Main entry
  - 630 Subject heading
  - 730 Added entry
  - 830 Series added entry

Likewise, the 130, 630, 730, and 830 fields are all used for uniform titles, and the first digit provides the context here, too.



Four of the six subject access fields that have been implemented for use with LCSH show this parallel construction.

Most of the headings that are used in these four fields – the 600, 610, 611, and 630 – are established in the Name Authority File, although some are established in LCSH itself.



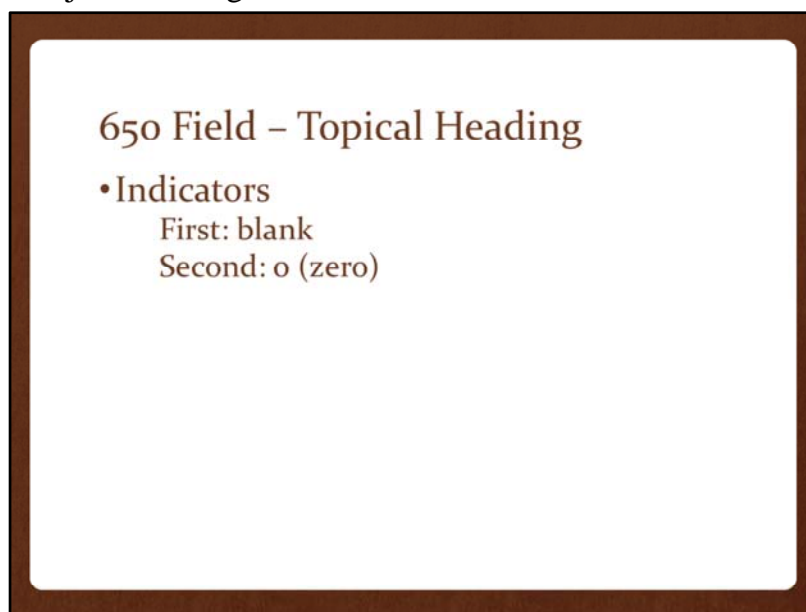
The other two fields, the 650 and 651 fields, do not show parallel construction. The 650 is for topical terms – the headings like **Computers**, **Pediatrics**, and **Hope in art** that make up the majority of headings that are established in LCSH.

The 651 field is used for geographic names of any type. As we discussed in Module 4.9 and elsewhere, jurisdictional and quasi-jurisdictional geographic entities are established in the NAF, while non-jurisdictional natural and man-made features with geographic extent are established in LCSH.

Note that LCSH uses less than half of the available 6xx fields. The other fields, such as the 655 field for genre/from terms and the 662 field for hierarchical place names, are used for other vocabularies. LC develops and maintains some of those vocabularies.

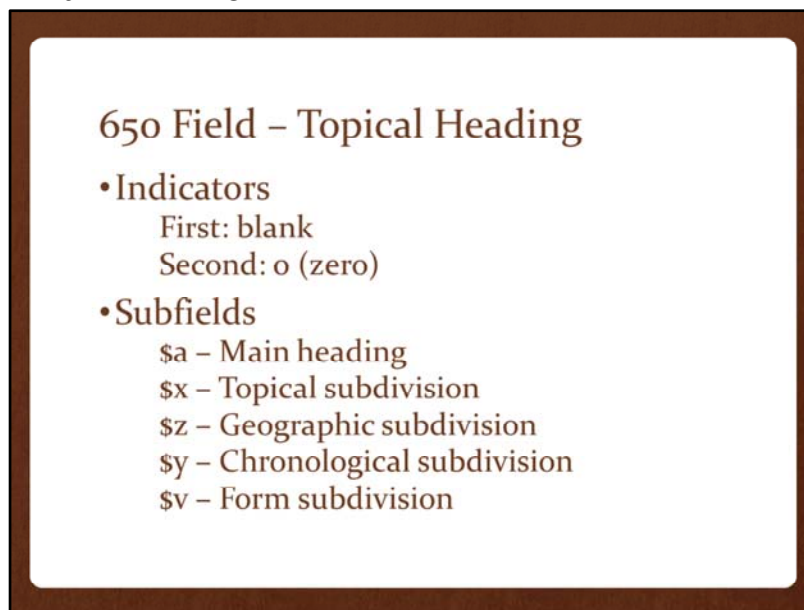
Let's talk more about the coding of the 650 and 651 fields, and then we will return to the fields that have parallel construction.





As with all variable fields in MARC, there are two available indicators in each 6XX field.

In the 650 field, the first indicator is always blank. The second indicator shows the subject vocabulary that is being used. In the second indicator, use the value 0 (zero) to show that the source vocabulary is LCSH.



LCSH uses five subfields in the 650 field. Luckily two of them have mnemonic devices that can help you remember what they are.

The 650 field always starts with the subfield \$a, which contains the main heading. The other subfields are used for the types of subdivisions that we discussed in detail in Unit 6.

Subfield \$x is defined in the MARC format as a “General subdivision,” and in LCSH, we use it for topical subdivisions.

Subfield \$z is for geographic subdivisions. If you are in the United States, you know that we generally call our postal code a ZIP code, and it forms a mnemonic device to remember the subfield. Z for ZIP code.

Subfield \$y is for chronological subdivisions. Thinking that chronology refers to years – y for year – may help you remember this subfield coding.

And \$v is for form subdivisions.

Subfield \$a can appear only once in a 650 field, but all of the other subfields (subfields \$x, \$z, \$y, and \$v) can be repeated within a single field. Whether you do so or not for any particular heading depends on the resource you are cataloging and the rules for constructing the heading.

Let’s look at how some headings “translate” into MARC format.

650 Field – Topical Heading

- Examples

Computers—Access control.

650 #0 \$a Computers \$x Access control.

The first example is a rather simple heading: **Computers—Access control.**

When we put the heading into the MARC format, we see that it is in the 650 field, the first indicator is blank (the hash sign is a placeholder for a blank value, by the way), and the second indicator is 0.

Therefore, both we and the computer know that the heading is topical and it is from LCSH.

The main heading appears in \$a, and the subdivision, which is topical, is coded as \$x.

Notice that the dashes in the display version of the LCSH heading are not present in the MARC format. Each dash is instead represented by the appropriate subfield delimiter and code.

650 Field – Topical Heading

- Examples

Diphtheria—Vaccination—Yemen  
(Republic)

650 #0 \$a Diphtheria \$x Vaccination  
\$z Yemen (Republic)

The second example includes both a topical subdivision and a geographic subdivision. The heading is **Diphtheria—Vaccination—Yemen (Republic)**.

Again, the tag is 650, the first indicator is blank and the second is 0, and the main heading, **Diphtheria**, is in subfield \$a. The first subdivision is topical, so it is in subfield \$x. The second is geographic, so it is in subfield \$z.

650 Field – Topical Heading

- Examples

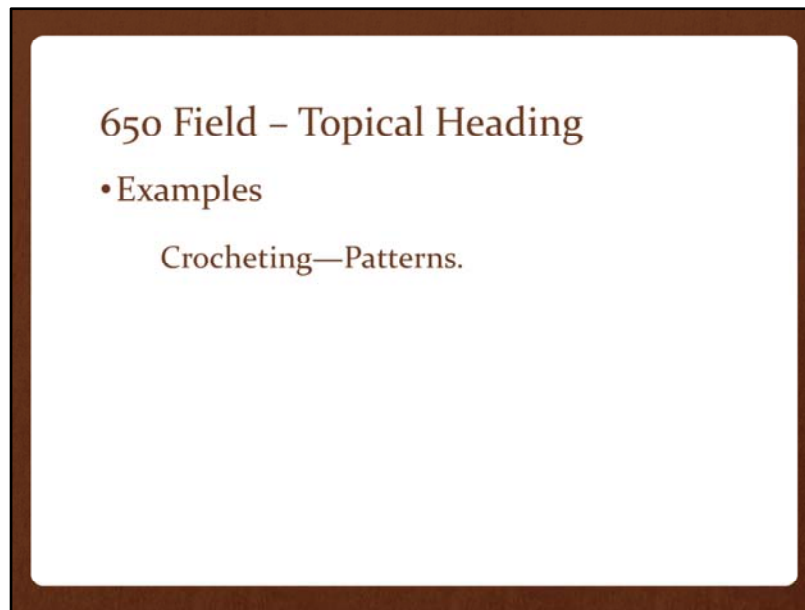
College students—Massachusetts—  
Boston—Economic conditions—  
21st century.

```
650 #0 $a College students $z  
Massachusetts $z Boston $x  
Economic conditions $y 21st  
century.
```

This heading is a bit more complex: **College students—Massachusetts—Boston—Economic conditions—21st century.**

The tag and indicators are coded as we have already seen, and the main heading is in subfield \$a, as always. There are two parts to the geographic subdivision, **–Massachusetts** and **–Boston**, and each appears in its own subfield \$z.

The next subdivision, **–Economic conditions**, is topical, so it is coded in subfield \$x. And the final subdivision, **–21st century**, is chronological, so it is in subfield \$y.



Here is another relatively simple heading: **Crocheting—Patterns.**

When we write it in the traditional LCSH way, we cannot immediately determine whether – **Patterns** is being used as a form subdivision or as a topical subdivision. Remember, many LCSH form subdivisions can also be used as topical subdivisions.

650 Field – Topical Heading

- Examples

Crocheting—Patterns.

650 #0 \$a Crocheting \$v Patterns.

However, when we code the heading in MARC format, we can clearly see that it is a form subdivision, since it is in subfield \$v.



650 Field – Topical Heading

- Examples
  - Crocheting—Patterns.
  - 650 #0 \$a Crocheting \$v Patterns.
  - Crocheting—Patterns—History.

Now we have added another subdivision to make the heading **Crocheting—Patterns—History**.

We understand because of the context that the subdivision **–Patterns** is being used as a topic, because the heading means “the history of crocheting patterns.”



650 Field – Topical Heading

- Examples

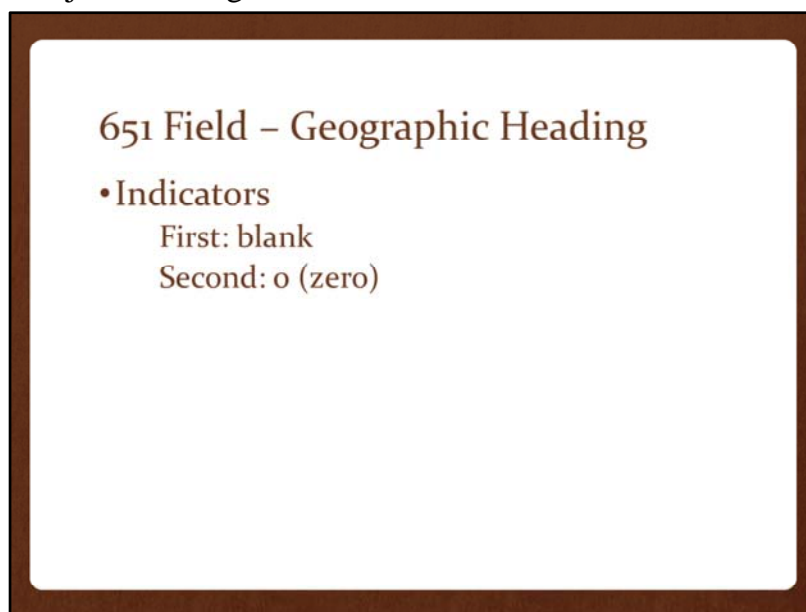
Crocheting—Patterns.  
650 #0 \$a Crocheting \$v Patterns.

Crocheting—Patterns—History.  
650 #0 \$a Crocheting \$x Patterns \$x  
History.

By putting it into the MARC format, though, it is clear to humans and the computer alike that **-Patterns** is being used as a topic here.

Notice that the subdivision **-Patterns** is in subfield \$x.

Now let's move on to discuss the 651 field.



The 651 field is used for geographic headings.

Once again, the first indicator is blank and a zero in the second indicator indicates that the heading is an LCSH heading, or a geographic access point from the Name Authority File that is being used as an LC subject heading.

## 651 Field – Geographic Heading

- Indicators

First: blank

Second: o (zero)

- Subfields

\$a – Geographic heading

\$x – Topical subdivision

\$y – Chronological subdivision

\$v – Form subdivision

LCSH uses four subfields in the 651 field.

As with all 6XX fields, the field starts with subfield \$a for the main heading. In this case, it is a geographic heading.

Subfields \$x, \$y, and \$v are also used in this field, and they have the same meaning that they do in the 650 field: subfield \$x is for topical subdivisions, subfield \$y is for chronological subdivisions, and \$v is for form subdivisions.

Subfield \$z is defined – that is, available – for use in the 651 field, but LCSH does not use it.

Let's look at some examples.

651 Field – Geographic Heading

- Examples

Uzbekistan—Economic conditions—1918-1991.

651 #0 \$a Uzbekistan \$x Economic conditions \$y 1918-1991.

The heading **Uzbekistan—Economic conditions—1918-1991** has two subdivisions, the first is topical and the second is chronological.

The main heading is in subfield \$a, as always. The topical subdivision is in subfield \$x and the chronological subdivision is in subfield \$y.

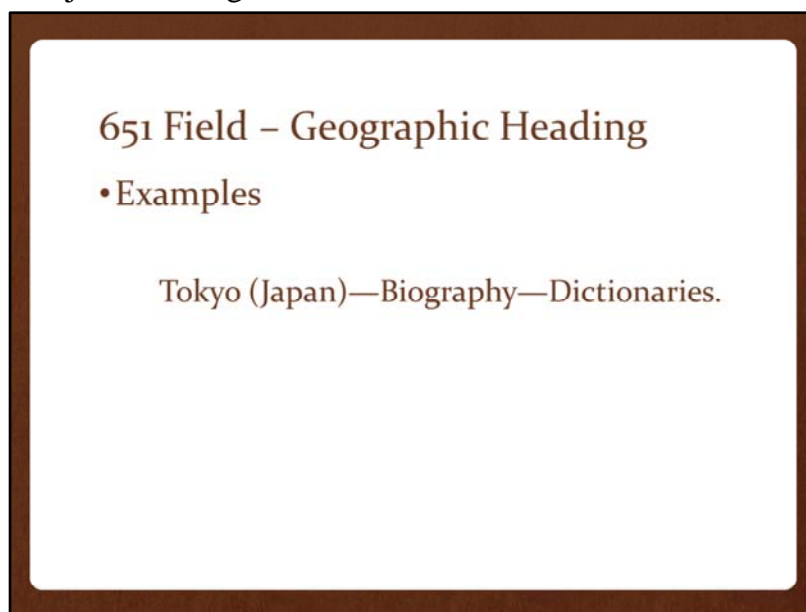
## 651 Field – Geographic Heading

- Examples

South America—History—To 1806—  
Encyclopedias.

```
651 #0 $a South America $x History  
$y To 1806 $v Encyclopedias.
```

**South America—History—To 1806—Encyclopedias** has three subdivisions, and as you can see, the topical subdivision is in subfield \$x, the chronological subdivision is in subfield \$y, and the form subdivision is in subfield \$v.



Our final example of the 651 field is **Tokyo (Japan)—Biography—Dictionaries**.

The string can be understood in three ways.

- First, that the resource *is* a biographical dictionary of people living in Tokyo, Japan.
- The second is that it is *about* biographical dictionaries of people living in Tokyo.
- The third way is that this is a dictionary *about* biography of people living in Tokyo.

651 Field – Geographic Heading

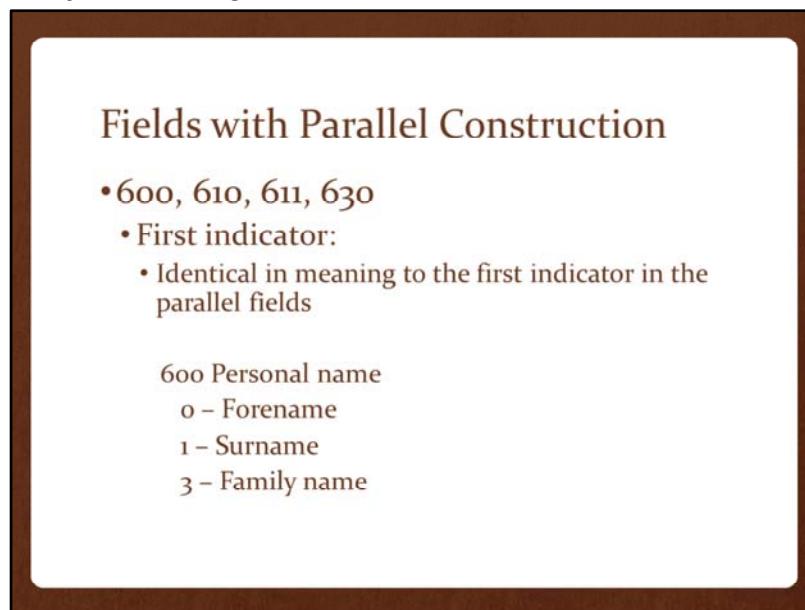
- Examples

Tokyo (Japan)—Biography—Dictionaries.

651 #0 \$a Tokyo (Japan) \$v Biography  
\$v Dictionaries.

The MARC coding clarifies the situation. Both of the subdivisions are in subfield \$v, so this is a *biographical dictionary* of people living in Tokyo.

Now that we have talked about the fields that are specific to subjects – that is, they do not parallel fields in other blocks – let’s talk about the fields that do have parallel construction.



**Fields with Parallel Construction**

- 600, 610, 611, 630
  - First indicator:
    - Identical in meaning to the first indicator in the parallel fields

600 Personal name

- 0 – Forename
- 1 – Surname
- 3 – Family name

As a reminder, those fields are the 600, 610, 611, and 630.

The tagging is not the only element that is parallel; the meaning of the first indicator is, too.

For example, the first indicator in all main and added entry fields for personal names is for the type of name.

Whether you are coding the 100 field or the 600 field, a first indicator 0 means that the name consists of a forename; a 1 means that it contains a surname and is in inverted order; and a 3 means that it is the name of a family.

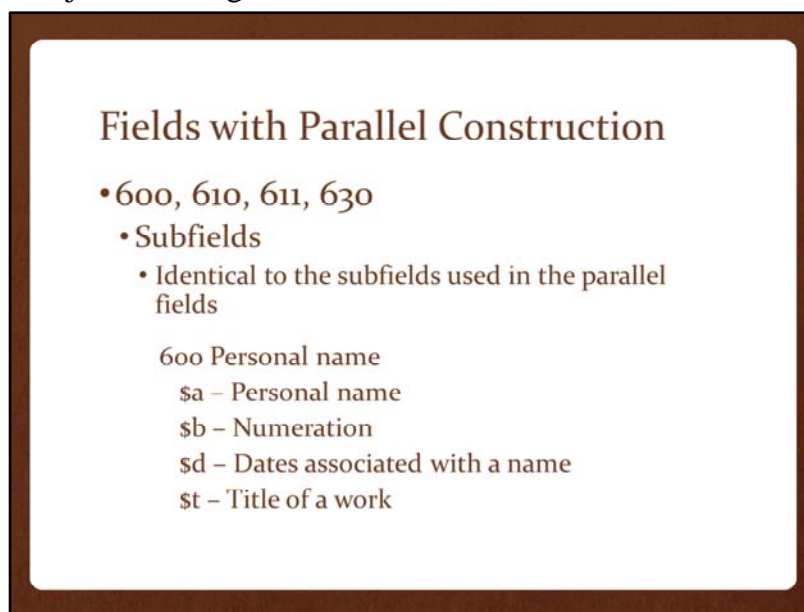


### Fields with Parallel Construction

- 600, 610, 611, 630
  - First indicator:
    - Identical in meaning to the first indicator in the parallel fields
  - Second indicator: 0 (zero)

The second indicator used in the parallel 6XX fields is different, though. It should always be coded as 0 (zero) to indicate that the subject heading is assigned according to LCSH rules and guidelines.

This is true for headings established – that is, that you find – in LCSH itself, and for headings established in the Name Authority File and *used* as LC subject headings.



**Fields with Parallel Construction**

- 600, 610, 611, 630
  - Subfields
    - Identical to the subfields used in the parallel fields

600 Personal name

- \$a – Personal name
- \$b – Numeration
- \$d – Dates associated with a name
- \$t – Title of a work

Most of the subfields are the same as those in the parallel fields. For example, the dates associated with a personal name are always coded in subfield \$d, and a title in a personal name field is always provided in subfield \$t.

The subfields on the screen are only a small sample of the subfields that are available for use in the 100, 600, 700, and 800 fields. Remember, though, that sometimes LCSH policy requires that certain elements be omitted from subject headings. Therefore, the fact that a subfield *may* be used, does not mean that it *should* be used. This is particularly true for access points that are established in the Name Authority File and *used* as LC subject headings. We will show you a brief example.

**Fields with Parallel Construction**

- 600, 610, 611, 630
  - Subfields
    - Identical to the subfields used in the parallel fields

Heading established in the NAF:  
Le Guin, Ursula K., 1929-2018. *Beginning place*. Finnish

600 10 \$a Le Guin, Ursula K., \$d 1929-2018. \$t *Beginning place*. \$l Finnish

The Name Authority File includes a heading for the Finnish translation of Ursula Le Guin's novel titled *Beginning place*.

In MARC, Le Guin's name is in subfield \$a; her birth and death dates are in subfield \$d; the title is in subfield \$t; and the language of translation is in subfield \$l.

**Fields with Parallel Construction**

- 600, 610, 611, 630
  - Subfields
    - Identical to the subfields used in the parallel fields

Heading established in the NAF:  
Le Guin, Ursula K., 1929-2018. Beginning  
place. Finnish

600 10 \$a Le Guin, Ursula K., \$d 1929-  
2018. \$t Beginning place.  
~~\$l Finnish~~

According to LCSH policy, however, the language – that is, the subfield \$l – cannot be included in the subject heading.

**Fields with Parallel Construction**

- 600, 610, 611, 630
  - Subfields
    - Identical to the subfields used in the parallel fields
    - Additional subfields that are appropriate only for the 6xx subject block

\$x – Topical subdivision  
\$z – Geographic subdivision  
\$y – Chronological subdivision  
\$v – Form subdivision

In addition to the subfields that are valid because these are parallel fields, the four subfields that are specific to subject usage are also valid: subfields \$x, \$z, \$y, and \$v. They have the same meanings as in the 650 and 651 fields.

Again, though, please be aware that subfields that are valid in certain fields according to the MARC format may not be valid for use when assigning LC subject headings.

For example, the MARC format says that you can use \$y in the 600 field for a personal name. But LCSH does *not* permit the chronological subdivision of a personal name, so subfield \$y cannot be used in a 600 field when that 600 field is coded as an LCSH heading.

Fields with Parallel Construction

- Examples

Tolstoy, Leo, graf, 1828-1910—Influence.

```
600 10 $a Tolstoy, Leo, $c graf, $d  
1828-1910 $x Influence.
```

This heading, **Tolstoy, Leo, graf, 1828-1910—Influence**, is used for the influence that Tolstoy has had. The 600 tag indicates that the heading is a personal name.

The first indicator shows that the name includes a surname and is established in inverted order. This indicator is part of the parallel construction.

The second indicator 0 means that this name heading is being assigned as an LC subject heading.

Subfields \$a, \$c, and \$d are part of the parallel construction.

Subfield \$x is the topical subdivision **—Influence**, assigned according to LCSH instructions.

**Fields with Parallel Construction**

- Examples

United States. Congress—Committees—  
Rules and practice.

610 10 \$a United States. \$b Congress  
\$x Committees \$v Rules and  
practice.

This heading, **United States. Congress—Committees—Rules and practice**, is a corporate name with subject subdivisions.

The 610 tag shows that the base name heading is for a corporate body, and the first indicator 1 means that the first subfield is the name of a jurisdiction. As always, the second indicator means that the heading string was constructed and assigned according to LCSH.

The subfields \$a and \$b are in the name heading itself, **United States. Congress**, and are parallel construction.

Subfields \$x and \$v are subject-specific subfields.

**Fields with Parallel Construction**

- Examples

New York World's Fair (1939-1940 : New York, N.Y.)—Pictorial works.

611 20 \$a New York World's Fair \$d  
(1939-1940 : \$c New York,  
N.Y.) \$v Pictorial works.

Here is an example of an access point for a meeting that is used as a subject heading.

As in the previous examples, the 611 and the first indicator are parallel construction, as are subfield \$a, subfield \$d, and subfield \$c.

The \$v is a subject-only subfield.



**Fields with Parallel Construction**

- Examples

Bible. Gospels—Criticism, interpretation, etc.—History—18th century.

630 00 \$a Bible. \$p Gospels \$x  
Criticism, interpretation,  
etc. \$x History \$y 18th  
century.

Finally, here is an example of a uniform title.

The tag, first indicator, and subfields \$a and \$p are parallel construction, and the two subfield \$x and the subfield \$y are subject-only subfields that occur only in the 6XX block.

### 653 Field – Uncontrolled Index Term

- Used only in exceptional circumstances
  - Provides supplemental access by words or phrases that do not appear as headings or UFs in LCSH
    - Only when the word or phrase cannot be added to LCSH due to policies
    - Should never be used in lieu of making a proposal

We would like to mention very briefly one other subject field that is occasionally used at the Library of Congress: 653, for uncontrolled index terms.

LC catalogers may sometimes choose to include this field in addition to authorized LC subject headings. It is used only in exceptional circumstances to provide supplementary access from natural-language terms that are not headings nor UFs in LCSH because of LCSH policy. Foreign words or phrases may also be recorded in the 653 field if there is not a precise English equivalent and the LC subject headings do not convey the concept.

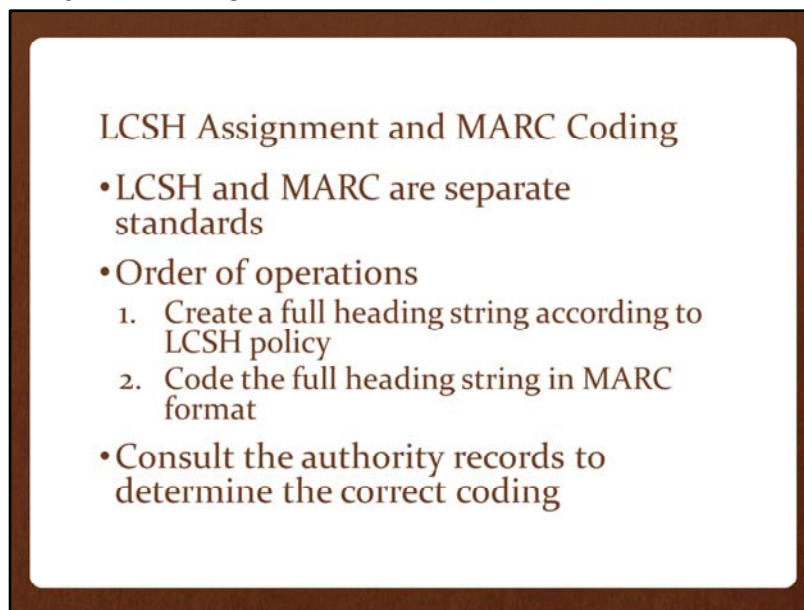
This field should never be used in order to avoid making a proposal for an LC subject heading.

### 653 Field – Uncontrolled Index Term

- LC implementation
  - Assign only a single field
  - Both indicators are blank
  - Use only subfield \$a
- For full instructions, see H 160

Only a single 653 field may be assigned within a bibliographic record, even if more than one uncontrolled term is assigned. Both indicators are blank, and the only subfield used is \$a, which may be repeated.

There are numerous additional restrictions on the use of the 653 field, and they are provided in SHM instruction sheet H 160.



LCSH Assignment and MARC Coding

- LCSH and MARC are separate standards
- Order of operations
  1. Create a full heading string according to LCSH policy
  2. Code the full heading string in MARC format
- Consult the authority records to determine the correct coding

We would like to conclude our discussion of the subject access fields in the bibliographic format by discussing the difference between assigning subject headings and using MARC coding.

LCSH and MARC are independent of each other. As we have mentioned, there are fields and subfields in MARC that are not used with LCSH. They exist because the same fields are used by catalogers using other vocabularies, and those vocabularies may have very different rules than LCSH does.

How do you know which fields and subfields can be used? Did you notice that for every example in this module, we gave the LC subject heading with dashes – as we have done throughout the previous units in the training? That was partly to show you the view that you are familiar with, but also to demonstrate the thought process.

If you are new to assigning headings and coding them in MARC, the best practice is to construct the full subject heading first, and ignore the MARC formatting. Once you have determined what the heading should be, *then* code it. If the heading is constructed properly, the MARC coding simply falls into place. After you have more experience, you will start to use the MARC format without even really thinking of it.

There is another issue, of course: how to be sure if a particular subdivision should be in subfield \$x or in \$v, or what the first indicator should be. The authority records in the Name Authority File and LCSH provide that type of information. We will discuss the authority format in the next module.