

Update Information  
2013 Update Number 1

| <i>DCM</i> | <i>Title</i>                         | <i>Action/Change</i>  |
|------------|--------------------------------------|---|
| Z1         | Name and Series<br>Authority Records | 046 - Special Coded Dates. Replace. Revised to reflect the change in title from LCPS to LC-PCC PS.  |
| Z1         | Name and Series<br>Authority Records | 100 - Heading Personal Name. Replace. Revised to reflect the change in title from LCPS to LC-PCC PS.  |
| Z1         | Name and Series<br>Authority Records | 368 - Other Attributes of Person or Corporate Body. Replace. Revised to reflect a change in the name of the field from Other Corporate Body Attributes and to ask that subfields \$d, \$s, \$t, \$u, and \$v not be supplied until LC announces that implementation and testing by NACO nodes are complete. |
| Z1         | Name and Series<br>Authority Records | 370 - Associated Place. Replace. Revised to reflect the change in title from LCPS to LC-PCC PS and to add two examples.   |
| Z1         | Name and Series<br>Authority Records | 382 - Medium of Performance. Replace. Revised to ask that no value other than blank be supplied in Indicator 1 and that no subfield other than \$a be supplied until LC announces that implementation and testing by NACO nodes are complete.   |
| Z1         | Name and Series<br>Authority Records | 4XX - See From Tracings. Replace. Revised to reflect the change in title from LCPS to LC-PCC PS   |
| Z1         | Name and Series<br>Authority Records | 663 - Complex See Also Note. Replace. Revised to add a link to the FAQ on personal name pseudonyms.   |

Update Information  
2013 Update Number 1

| <i>DCM</i>  | <i>Title</i>  | <i>Action/Change</i>  |
|---|---|---|
| Z1  | Name and Series<br>Authority Records                        | 667 - Nonpublic General Note. Replace. Revised to add a link to the FAQ on personal name pseudonyms and to add an example of the 667 note required for collective conference NARs.              |
| Supplement to the<br>MARC 21 Format<br>for Authority Data | 368 - Other Attributes of<br>Persons or Corporate<br>Bodies | Replace. Revised to reflect a change in the name of the field from Other Corporate Body Attributes and to note that LC is not yet accepting subfields \$d, \$s, \$t, \$u, \$v, \$0, \$6 or \$8. |

**046 Special Coded Dates**General

Best practice: When encoding date information, give the fullest information about the date that is readily available (the date in 046 may be more precise than a date used in the 100 subfield \$d). When revising existing authority records, record dates in 046 even if the heading itself does not have dates in 100 subfield \$d, when the information is readily available.

When supplying dates in field 046, use ISO 8601 and supply dates using the pattern yyyy, yyyy-mm, or yyyyymmdd. For probable, uncertain, and approximated dates use the Extended Date Time Format (EDTF) schema, specifying that source in subfield \$2 (edtf). See date table in LC-PCC PS 9.3.1.3.

## Examples:

```
046 ## $f 18900101 $g 19850308
100 1# $a Ramdohr, Paul,$d 1890-1985
670 ## $a Wichtige neue Beobachtungen an Magnetit, Hämatit,
      Ilmennit und Rutil, 1939: $b t.p. (Paul Ramdohr)
      preface (b. Jan. 1, 1890; d. Mar. 8, 1985)

046 ## $s -0199~ $2edtf
100 0# $a Hellanicus $c (Grammarian),$d active
      approximately 200 B.C.
670 ## $a Brill's new Pauly online, Aug. 2, 2011 $b
      (Hellanicus; Alexandrian grammarian; ca. 200 BC)

046 ## $f 1946-06
100 0# $a Vickers, Roy Henry, $d 1946-
670 ## $a Solstice, c1988: $b t.p. (Roy Henry Vickers) jkt.
      (native Indian artist; b. June, 1946, Greenville,
      British Columbia)
```

Subfield \$2 - Source of date scheme

When using the EDTF schema, add subfield \$2 edtf

Note that the 046 field must be repeated when subfield \$2 does not apply to all dates.

Subfield \$u - Uniform Resource Identifier and Subfield \$v - Source of the Information

The following represents PCC practice on recording sources of information in \$u and \$v in fields where they are defined, and/or in field 670:

1. 670s must be used to support information used as part of a heading in 1XX and 4XX.
2. For 046, 37X, 381:
  - a. use of \$v is optional if the same information/source is already cited in the 670

- b. use \$v if the information/source is not cited in a 670
- c. use of \$u is optional, and should always be preceded by \$v.

Subfield \$v – Source of the Information

Follow the same basic citation principles when recording data in subfield \$v (Source of information) of fields 046, 37X and 381 that currently apply to field 670 subfield \$a (Source citation).

Supply specific citation information (page number, sub-page of website) in subfield \$v if, in the cataloger's judgment, this greater specificity is needed to find the information within the source cited.

If the information in 046, 37X, 381 is in the same form as found in the source, there is no need to cite usage information. If the information recorded in 046, 37X, 381 is in a different form from that in the source, use 670 \$b (Information found).

*For tangible sources:*

If the information was derived from a tangible source (e.g., a print book, removable digital media) subfield \$v should contain sufficient information for a cataloger to find the item cited in a catalog or bibliographic database. This can usually be limited to title proper and imprint or date. If that combination is not unique, the title citation may be preceded by the preferred access point form of the creator's name.

*For online resources:*

Provide information sufficient to find the resource via a search engine. Include either title and publication date (if it is a formally-published resource, such as an e-book) or a suitable description of the document and date accessed (for a less formal resource). Optionally include subfield \$u.

For example:

```
100 1# $a Lazzarini, Sérgio G.
372 ## $a Industrial relations $2 lcsb $v Lazzarini, Sergio G.
CV-English, viewed Feb. 22, 2012 $u
http://www.sergiolazzarini.insper.edu.br/indexelazza.html
670 ## $a Capitalismo de laços, 2011: $b t.p. (Sergio G.
Lazzarini)
```

## 100 Heading - Personal Name

### Family names

When following RDA Chapter 10, LC/NACO catalogers will use first indicator 3 when creating NARs and SARs for family names. 008/11 should be set to value “n” and 008/15 should be set to “b”.

Per LCPS 10.0, when creating family names add a 667 noting subject usage:

```
667##$a SUBJECT USAGE: This heading is not valid for use as a
                        subject; use a family name heading from
                        LCSH.
```

### Subfield \$g – Miscellaneous Information

When giving the name of the prominent member of the family in subfield \$g, give the form for the person as found in the NAR for the person. Do not include any internal subfield coding in subfield \$g.

NACO institutions must notify LC’s Cooperative Projects Section ([naco@loc.gov](mailto:naco@loc.gov)) before beginning to use first indicator 3.

### Fictitious and non-human entities

When applying LC-PCC PS 9.0 for fictitious entities and non-human entities assure that 008/11 is set to value “n” and that 008/15 is set to value “b”. Add a 667 noting subject usage:

```
667##$a SUBJECT USAGE: This heading is not valid for use as a
                        subject; use a fictitious character heading
                        from LCSH.
```

### SARs

LC series practice: As of June 1, 2006, LC does not create or update SARs.

This page intentionally blank

**368 Other *Attributes of Person or Corporate Body****General*

Prefer controlled vocabulary for terms, recording the source in subfield \$2. For consistency, capitalize the first term in each subfield \$a, \$b and \$c.

Until further notice LC/PCC catalogers are asked NOT to supply the following subfields: \$d (Title of person, \$s (Start period), \$t (End period), \$u (Uniform Resource Identifier), and \$v (Source of Information).

This page intentionally blank

**370 Associated Place**General

Use the established form of the geographic place name as found in the LC/NAF, with the same adjustments as when using the place name as a parenthetical qualifier to names:

- a) Omit the type of jurisdiction (see LC-PCC PS 11.3.1.30) **or other designation (see RDA 11.7.1.6).**
- b) Do not enclose a larger jurisdiction in parentheses; but instead separate it from the place name by comma-space.

**Example:**

Geographic name in LC/NAF:  
 151 ## \$a Shiner (Tex.)  
 Form of name in 370:  
 370 ## \$a Shiner, Tex.

Geographic name in LC/NAF:  
 151 ## \$a United States  
 Form of name in 370:  
 370 ## \$a U.S.

If the place name is not found in the LC/NAF, formulate it according to the current cataloging guidelines being used. It is not necessary to create a NAR for the name used in the 370.

Subfield \$2 – Source of term

If the place is not a jurisdiction, indicate the source of the place name in subfield \$2.

**Example:**

Geographic name in LCSH:  
 151 ## \$a Whidbey Island (Wash.)  
 Form of name in 370:  
 370 ## \$a Whidbey Island, Wash. \$2 lcsH

When using subfield \$2, repeat the 370 if subfield \$2 does not apply to all place names.

Subfield \$u - Uniform Resource Identifier and Subfield \$v - Source of the Information

Follow the LC/PCC practice for subfield \$u and subfield \$v provided in the 046 field.

SARs

*LC series practice:* As of June 1, 2006, LC does not create or update SARs.

This page intentionally blank

**382 Medium of Performance***General*

Best practice: Formulate according to RDA. If a required term is not listed in RDA, use a term from a controlled vocabulary, such as LCSH.

Until further notice LC/PCC catalogers are asked NOT to supply indicator 1 or any of the following subfields: \$b (Soloist), \$d (Doubling Instrument), \$n (Number of Performers of the Same Medium), \$p (Alternative Medium of Performance), \$s (Total Number of Performers), and \$v (Note).

This page intentionally blank

**4XX See From Tracings**

*LC series practice:* As of June 1, 2006, LC does not create or update SARs.

*PCC series practice:* Transcription of the series statement is mandatory if applicable. Searching for series authority records, tracing the series, and the creation and maintenance of series authority records are optional.

General

NARs: Consult AACR2 Chapters 22-26 and its rule interpretations for guidelines on which 4XX references to make. Consult RDA chapters 9-16 for guidelines for possible variants for persons, families, and corporate bodies.

SARs: Consult LCRI 26.5A or **LC-PCC PS 6.27.4** for guidelines on making 4XX references.

When modifying an authority record for another reason, delete any final mark of punctuation in a 4XX field unless it is a part of the data (e.g., a period in an abbreviation) or is called for by the cataloging rules (e.g., a parenthetical qualifier).

Not all 4XX references require justification; see the section "Justifying references" in the 670 yellow pages for those categories.

See the section "NACO normalization" in the Introduction pages.

Best practice guidelines for RDA:

- Record variants found in the manifestation being cataloged:
  - Use cataloger's judgment;
  - No limitation on the number or form of references.
- Establish additional headings needed to support elements used in 4XX references (e.g. parent body associated with subordinate body being established).
- Trace a former heading as a cross-reference in all cases, unless the former heading was egregiously incorrect.
- Use the established form of components in 4XX references, except for non-Latin script references.
- If a form found on the manifestation being cataloged includes a variant form of a component of a 4XX reference, that form may be used in its entirety as an additional 4XX reference, provided that it is not divided into its component parts through the use of subfields.

## Example 1

```
100 1# $a Faulkner, William, $d 1897-1962. $t Short stories. $k
Selections
400 1# $a Faulkner, William, $d 1897-1962. $t Uncollected stories of
William Faulkner
430 #0 $a Uncollected stories of William Faulkner
```

## Example 2

110 1# \$a United States. \$b Bureau of Labor Statistics  
 410 2# \$a Estados Unidos de América, Buró de Estadísticas Laborales

not

410 2# \$a Estados Unidos de América. \$b Buró de Estadísticas Laborales

## Example 3

110 2# \$a Zhongguo yi ked a xue. \$b Fu shu di 1 yi yuan  
 410 2# \$a China Medical University, First Affiliated Hospital

not

410 2# \$a China Medical University. \$b First Affiliated Hospital

When changing the form of a superordinate body, a geographic name, or a personal name in a 1XX, update all of the existing NARs that use that component in a 4XX, unless the 4XX represents the former heading (e.g., \$w/4=e).

Linking references for NARs and SARs

If the AACR2 choice or form of entry differs from the pre-AACR2 choice or form, *optionally*, make a linking reference from that form. Note: the addition of a qualifier is considered a change in form. For SARs, give the linking reference regardless of whether the series was previously traced or untraced, analyzed or not analyzed. However, do not give such a linking reference if:

- (1) the reference would normalize to the same form as the heading or another reference on the same record or to the same form as a heading on another record. Instead, give the form in a 667 field: "Old catalog heading: \_\_\_\_\_."
- (2) there is no one-to-one correspondence between the pre-AACR2 heading and the AACR 2 heading, i.e., two or more pre-AACR2 headings will be treated as one heading under AACR2, or one pre-AACR2 heading will be split under AACR2. Instead, in a 667 field give the appropriate information. For the former, use "Includes the old catalog headings: \_\_\_\_\_; and, \_\_\_\_\_." For the latter, use "Previous to AACR2 covered by the heading: \_\_\_\_\_."
- (3) for SARs, the series was previously untraced and it is not clear what form should be considered the old catalog heading.

If the heading on an existing NAR or SAR is changed, give a reference from the replaced AACR2 heading only if that form of reference would otherwise be given.

SARs

Give references on all SARs (even those for series-like phrases). When the classification decision is "as a collection," some references may duplicate added entries on the bibliographic record for the collected set.

If the volumes of a multipart item have different forms of the common title, use a 4XX reference rather than a 5XX reference for the form of the title not chosen as the title proper of the multipart item.

This page intentionally blank

**663 Complex See Also Note**General

The 663 field contains the explanatory text and authorized access points for relationships between a 100 (established name) and other 100s (established names) that cannot be adequately conveyed by one or more simple see-also references generated from 500 *See Also From Tracing Fields*.

Generally, this situation occurs when a person uses more than one identity, when more than one person shares an identity with one or more others, or when multiple persons use the same pseudonym independent of each other or as a result of some other arrangement.

Only two identities

When only two headings are created for a person, do not use the 663 note technique; connect the names with simple 500 *see also references*.

More than two identities - "basic" headings and references

When more than two authorized access points are created for the same person, LC will identify a "basic" authorized access point using the 663 field technique. This decision is based on the desire to simplify the reference structure and to assist LC catalogers in determining which name to use as the subject of biographical or critical works. The "basic" authorized access point should be determined by the predominantly used form of name or, lacking sufficient evidence, by choosing the real name of the person as the "basic" form.

On the authority record for the "basic" name authority record add 500 see also references with a subfield w coded "nnnc" from all other names used. Justify the 500 in 670 citations according to normal practice. Provide a 663 field listing all the other names with the following text:

```
663 $a For works of this person entered under other names, search
    also under: $b [name] $b [name]
```

On each of the other name authority records, trace a 500 see also reference with subfield \$w coded "nnnc" from the "basic" name, justifying that reference in a 670 citation, according to normal practice. Other names may be mentioned in the 670 if it is convenient to do so. Provide a 663 field with the following or similar text:

```
663 $a Works by this author are entered under the name used in
    the item. For a listing of the names used by this author,
    search also under: $b [basic heading]
```

When the author uses another new name, create a new name authority record for that name and also add it to the reference structure and 663 listing on the authority record for the "basic" name; do not add the same information to the authority records for the other names.

**Example:***“Basic” name authority record*

100 1# \$a Harris, John, \$d 1916-  
 500 1# \$w nnc \$a Hennessy, Max, \$d 1916-  
 500 1# \$w nnc \$a Hebden, Mark, \$d 1916-  
 663 ## \$a For works of this author entered under other  
     names, search also under \$b Hebden, Mark, 1916- \$b  
     Hennessy, Max, 1916-  
 670 ## \$a Corporal Cotton's little war, 1979: \$b t.p.(John  
     Harris)  
 670 ## \$a Contemp. au., v. 93-96 \$b (Harris, John, 1916-;  
     pseuds.: Mark Hebden, Max Hennessy)

*Name authority record for 500 on “basic” NAR*

100 1# \$a Hebden, Mark, \$d 1916-  
 500 1# \$w nnc \$a Harris, John, \$d 1916-  
 663 ## \$a Works by this author are entered under the name  
     used in the item. For a listing of other names used  
     by this author, search also under \$b Harris, John,  
     1916-  
 670 ## \$a Pel under pressure, 1983: \$b t.p.(Mark Hebden)  
 670 ## \$a Contemp. au., v. 93-96 \$b (Harris, John, 1916-;  
     pseuds.: Mark Hebden, Max Hennessy)

*Name authority record for 500 on “basic” NAR*

100 1# \$a Hennessy, Max, \$d 1916-  
 500 1# \$w nnc \$a Harris, John, \$d 1916-  
 663 ## \$a Works by this author are entered under the name  
     used in the item. For a listing of other names used  
     by this author, search also under \$b Harris, John,  
     1916-  
 670 ## \$a Back to battle, 1980: \$b t.p.(Max Hennessy)  
 670 ## \$a Contemp. au., v. 93-96 \$b (Harris, John, 1916-;  
     pseuds.: Mark Hebden, Max Hennessy)

**Example:***Shared identity name authority record*

100 1# \$a Corder, Zizou  
 500 1# \$w nnc \$a Young, Louisa  
 500 1# \$w nnc \$a Young, Isabel Adomakoh  
 663 ## \$a Joint pseudonym of Louisa Young and Isabel  
     Adomakoh Young. For works of these authors written  
     under their own names, search also under: \$b Young,  
     Louisa \$b Young, Isabel Adomakoh  
 670 ## \$a The chase, 2004: \$b ECIP data view (Zizou Corder  
     is the joint pseudonym of Louisa Young and Isabel  
     Adomakoh Young)

*Name authority record for 500 on shared identity NAR:*

100 1# \$a Young, Louisa  
 500 1# \$w nnnc \$a Corder, Zizou  
 663 ## \$a For works of this author written in collaboration  
 with Isabel Adomakoh Young, search also under: \$b  
 Corder, Zizou  
 670 ## London's churches, 1986: \$b t.p. (Louisa Young)  
 670 ## \$a The chase, 2004: \$b ECIP data view (Zizou Corder  
 is the joint pseudonym of Louisa Young and Isabel  
 Adomakoh Young)

*Name authority record for 500 on shared identity NAR*

100 1# \$a Young, Isabel Adomakoh  
 500 1# \$w nnnc \$a Corder, Zizou  
 663 ## \$a For works of this author written in collaboration  
 with Isabel Adomakoh Young, search also under: \$b  
 Corder, Zizou  
 670 ## \$a The chase, 2004: \$b ECIP data view (Zizou Corder  
 is the joint pseudonym of Louisa Young and Isabel  
 Adomakoh Young)

The text of the 663 may be adjusted to fit extraordinary situations; however, keep the text as simple as possible, allowing the MARC fields and coding to convey the information desired.

Exceptions

Do not use the 663 note technique to show relationships between corporate bodies. In situations when a corporate name is considered to be an alternate identity for a person or persons and that corporate name is listed as a 510 on the NAR containing a 663 note, do not use a subfield \$w coded “nnnc” for the 510. On the corporate name authority record (110) do not use a 663 note; connect the personal name (500) with a simple see also (i.e., do not use subfield \$w coded “nnnc”).

More information on creating NARs for persons with alternate identities is found in the “FAQ – LC/PCC RDA and AACR2 practice for creating NARs for persons who use pseudonyms” available at: <http://www.loc.gov/catdir/cps/pseud.pdf>

This page intentionally blank

**667 Nonpublic General Note**

*LC series practice:* As of June 1, 2006, LC does not create or update SARs

*PCC series practice:* Transcription of the series statement is mandatory if applicable. Searching for series authority records, tracing the series, and the creation and maintenance of series authority records are optional.

General

Give information of permanent value and general interest that would be useful also to institutions outside of LC and to LC staff not working in the LC Database. A listing (not exhaustive) of types of notes is given below; with the exception of notes about old catalog headings, series-like phrase core records, and technical reports as well as the first part of the MESSAGE notes, the wording is recommended but not prescriptive. The separate 667 fields may be given in any order.

- 667 \$a Not same as: [name or title, LCCN]
- 667 \$a Cannot identify with: [name or title, LCCN]
- 667 \$a Reinvestigate before using again
- 667 \$a Formerly on undifferentiated name record: [LCCN of undifferentiated name record]
- 667 \$a Coded provisional because [reason for coding]
- 667 \$a Change heading if name \_\_\_\_\_ continues to be used
- 667 \$a For works issued before/after [date]  
(to be used for official language changes)

NARs for persons with identities not established

Generally, for contemporary authors with multiple identities, name authority records are created for each name, including in some cases, the possible unused real name; however, in the interest of efficiency, if research indicates that a person has numerous pseudonyms which are not likely to appear on separately published works, LC catalogers may choose not to create separate headings for each pseudonym. In this case, list in the 670 field all the known pseudonyms; list the unestablished pseudonyms in a 667 field following the phrase: "Pseudonyms not found on published works: [list names not established]"

*Note:* Do not make references from the unestablished pseudonyms.

*Example:*

667 \$a Pseudonyms not found on published works: Miz Scarlett, SCC, and Stevenopolis.

More information on creating NARs for persons with alternate identities is found in the "FAQ – LC/PCC RDA and AACR2 practice for creating NARs for persons who use pseudonyms" available at: <http://www.loc.gov/catdir/cps/pseud.pdf>

NARs for Collective Conferences (LC-PCC PS 11.13.1.8)

When creating an authority record for the collective conference, do not add the numbers and/or dates to the authorized access point. Include a 667 field when there are authority records for both collective and individual instances of an ongoing conference.

*Example:*

667 \$a See also related access points for individual instances of this conference which include specific information about the number, date, or place of the individual conference.

NARs and subject usage

(1) Notes indicating subject cataloging usage when an authority record heading is not appropriate for use as a subject entry

(a) Heads of state, etc.

Add a 667 note to name authority records indicating subject cataloging usage for corporate headings representing the office held for Heads of state, etc., (AACR2 rule 24.20B1), Heads of governmental and of international intergovernmental bodies (AACR2 rule 24.20C), Religious officials (AACR2 rule 24.27B1), and Popes (AACR2 rule 24.27B2) when the name of the incumbent is included as part of the heading. Also assign value “n” in 008/11 and value “b” in 008/15.

667 \$a SUBJECT USAGE: This heading is not valid for use as a subject. Works about this person are entered under [personal name heading].

*Example:*

```
110 1# $a United States. $b President (1953-1961 :
      Eisenhower)
008/11 = n
008/15 = b
667   $a SUBJECT USAGE: This heading is not valid for use
      as a subject. Works about this person are entered
      under Eisenhower, Dwight D. (Dwight David), 1890-
      1969.
```

See also DCM Z1 008/11 and DCM Z1 008/15.

Follow these guidelines for newly-created authority records. Revise existing records when making any other change to the records.

(b) Earlier/later linear jurisdictional name changes

It is LC subject cataloging policy to assign only the latest name of a political jurisdiction

that has had one or more earlier names as a subject heading or as a geographic subdivision, as long as the territorial identity remains essentially unchanged (cf. SHM H 708). Upon creating an earlier/later heading for a geographic name, catalogers must add a 667 subject usage note to the earlier name and adjust the appropriate 008 fields.

*Example:*

151 \$a Ceylon  
 667 \$a SUBJECT USAGE: This heading is not valid for use  
 as a subject. Works about this place are entered under Sri Lanka.

(2) Notes indicating that a geographic name heading is not appropriate for use as a geographic subdivision

*PCC optional practice:*

Add a 667 note to name authority records for geographic headings that are not appropriate for use as geographic subdivisions in subject cataloging usage (Per SHM H 835) when the name represents an entity within a city and is qualified by the city name. Such notes will most frequently be needed for names of city sections, districts, neighborhoods, etc. Make no changes to values in bytes of the 008.

667 \$a SUBJECT USAGE: This heading is not valid for use as  
 a geographic subdivision.

*Example:*

151 \$a Hollywood (Los Angeles, Calif.)  
 667 \$a SUBJECT USAGE: This heading is not valid for use  
 as a geographic subdivision.

Follow these guidelines for newly-created authority records. Add the note to an existing record when making any other change to the record.

See DCM Z1 781 for guidelines on adding 781 fields to name authority records for geographic headings that may also be used as geographic subdivisions.

MESSAGE notes

In an authority record that contains non-Latin script references use the 667 field with a note stating: "Non-Latin script reference not evaluated." If there are multiple non-Latin script references the sentence may be modified to reflect that condition. Assure that 008/29 is set to "b" to indicate that the reference is not evaluated.

MESSAGE notes (LC practice)

Use notes in the 667 field to indicate that an authority record is not yet finished or that it needs further investigation. Use the notes only when the work cannot be completed promptly.

If a new authority record cannot be completed immediately, adjust the code in LDR/17 from “n” to “o” and add a 667 note: “MESSAGE: Early notice.” When the record has been completed, change the code back to “n” and delete the 667 MESSAGE note.

If an existing authority record needs investigation that cannot be completed immediately, adjust the code in 008/31 from “a” to “b” and add a 667 note: “MESSAGE: Being updated. [code and date]” (Additional information explaining the problem may be added, if considered useful.) When the record has been revised as necessary, change the value back to “a” and delete the 667 MESSAGE note.

667 \$a MESSAGE Being updated. [code and date]

### SARs

#### (1) Notes on the title proper:

There may be a clear pattern of fluctuation between two or more forms of title proper of a numbered series (based on information in the database or from items in hand). There may be a change in the form of the title proper that isn't considered a title change (AACR 2 21.2A/LCRI 21.2A). Use a 667 field in lieu of a 670 field to indicate the different title proper that is not generating its own SAR. Give that form of the title proper in a 4XX field.

667 \$a Some issues have title: [title proper]

667 \$a Vol. 8 has title: [title proper]  
[for fluctuating titles]

667 \$a Vols. 9- have title: [title proper]  
[for change not generating separate record]

If the subtitle could be interpreted as the title proper of the series or as a subseries, note the subtitle in a 667 field and give it as a 4XX reference.

667 \$a Subtitle: [title of subtitle]

Do not use the 667 field to indicate variant titles of the series title proper found on the same item (e.g., form of series title on cover is different from form of series on series title page); note the variant titles in 670 field(s) and give them as 4XX references.

#### (2) Notes on the relationship to other series/records:

If a series authority record represents a publication that is a successive entry that has occurred after a series was last handled under pre-AACR 2 rules but for which no SAR yet exists, give the information only in a 667 field rather than in 675/5XX fields. Label it, in square brackets, as an unevaluated catalog entry form. When the pre-AACR 2 catalog entry form is being evaluated in terms of AACR 2 choice and form of entry, delete this 667 and replace it with appropriate 675/5XX fields on both SARs.

- 667 \$a Continues: [pre-AACR 2 catalog entry form]  
[unevaluated catalog entry form]
- 667 \$a Continued by: [pre-AACR 2 catalog entry form]  
[unevaluated catalog entry form]

If the earlier publication was not analyzable, give the information only in a 667 field rather than in 675/5XX fields.

- 667 \$a Continues the not-analyzable serial: Directory of  
computer assisted research in musicology.

When the optional linking reference cannot be given between the AACR 2 form and the pre-AACR 2 form due to NACO normalization, if desired give the pre-AACR 2 information in a 667 field. Use one of the notes given below. (See "NACO normalization" section in Introduction yellow pages.)

- 667 \$a Old catalog heading: \_\_\_\_\_  
*[Use if the reference would normalize to the same form as the heading or another reference on the same record or to the same form as a heading on another record.]*
- 667 \$a Includes old catalog headings: Great Britain.  
Foreign Office. Treaty series; and, Great Britain.  
Foreign and Commonwealth Office. Treaty series"  
*[Use if two or more pre-AACR 2 headings will be treated as one heading under AACR 2.]*
- 667 \$a Previous to AACR 2 covered by the heading:  
\_\_\_\_\_  
*[Use if one pre-AACR 2 heading will be split under AACR 2.]*

### (3) Notes on the publisher/issuing body:

When there are more than two changes of publisher or when there have been more than two different consecutive bodies both issuing and publishing the publication, use only one 643 field and give an explanation in a 667 field. The explanation should be as specific as is appropriate for the situation.

- 667 \$a Imprint varies
- 667 \$a Publisher varies
- 667 \$a Published by various offices of the Division of  
Education
- 667 \$a Issued by various agencies of the West German  
government, e.g., Presse- und Informationsamt,  
Bundesministerium der Justiz, Bundesministerium für  
Forschung und Technologie

### (4) Notes on the type of publication:

If the series is a document series, give a 667 note.

667 \$a Document

If the publication has changed its identity (e.g., from a monographic series to a periodical), give a 667 note that indicates what happened which will explain why a full set of analytic records is not available.

667 \$a Telephone call to publisher, 11-2-88: Change in pattern of publication; v. 1-17 monographic works, v. 18- collections of articles

667 \$a Publication was periodical for v. 1-3; monographic series beginning with v. 4

(5) Notes on the handling of series-like phrase:

667 \$a Do not give as a quoted note

667 \$a Give as a quoted note

667 \$a Give as a quoted note if [name of publisher] is not recorded in the publication, distribution, etc. area of the bibliographic record

*[for phrase that combines name of publisher and a generic term]*

667 \$a Is an imprint, not a series. Record in publication, distribution, etc. area of the bibliographic record

*[for imprint that could be construed to be title, e.g., Metropolitan Books]*

667 \$a Give as a quoted note, including the number, e.g., AAI no. 85-41

667 \$a Give as other title information in the title and statement of responsibility area of the bibliographic record

(6) Notes on an undifferentiated phrase record

When converting a series-like phrase for a single phrase to an undifferentiated phrase record to cover the same phrase used by more than one publisher, give a 667 note using the wording given below. (See the Introduction yellow pages for more information about these records.)

667 \$a Undifferentiated phrase record: Covers all instances when this character string used by any publisher is considered to be a series-like phrase; if character string is to be a series, separate SAR has been made.

Give a second 667 note: "Give as a quoted note." If a different handling is desired for one instance of the phrase, either (a) make a separate phrase SAR and add a qualifier to its heading, or (b) add

another 667 note in the undifferentiated phrase SAR: “For resources published by [\_\_\_\_\_], give the phrase as [\_\_\_\_\_].”

(7) Notes on the post-cataloging authority records

When creating a post-cataloging SAR, that is, one established without the piece in hand, give a 667 note with the wording below.

667 \$a Series authority record created without piece in hand.

When a preliminary record with this note is upgraded to full level, delete the note.

(8) Miscellaneous notes:

667 \$a Previous to AACR 2 subsumed under made-up set for UN documents  
*[See 64X yellow pages for more information about UN documents]*

667 \$a First printing of vol. 8 of the Princeton theological monograph series erroneously carried the series statement: Pittsburgh theological monographs

667 \$a Phone call to Borgo Press 1-20-84: Starmont Press series; Borgo reprints all titles generally 6 months to a year later in cloth

667 \$a Lacked analyzable titles until v. 9

667 \$a Indexed in: Social sciences index  
*[for series not being analyzed]*

667 \$a Establish separate records for English and Spanish titles if Spanish edition of v. 3 is received

This page intentionally blank

**368 Other *Attributes of Person or Corporate Body***

**NACO:**

368 may be supplied in a name authority record coded 008/10 c or z.

**Do not use subfields:**

*\$d, \$s, \$t, \$u, \$v, \$0, \$6 or \$8*

**SACO:**

Do not use 368.

---

**LC:**

**NAMES/SERIES:**

368 may be supplied in a name authority record coded 008/10 c or z.

**Do not use subfields:**

*\$d, \$s, \$t, \$u, \$v, \$0, \$6 or \$8*

**SUBJECTS:**

Do not use 368.