LC Classification: An Introduction and Practicum

Course Summary

- Appearance and organization of the LC Classification schedules
- Applying LC Classification schedules
- Evaluating existing assigned call numbers for accuracy
Course Summary (cont.)

- Historical development of LC Classification
- Parts and normal extent of LC call numbers
- How to identify each part of a complete call number
- Cuttering
- Shelflisting

Course Summary (cont.)

- Principles of classification
  - Rationale and purpose of classification
  - Why classification was developed
  - Some of the classification systems currently being used
Course Summary (cont.)

- Instruction memos in the *Subject Cataloging Manual: Classification*

- Classification Web as a tool for cataloging with LC Classification

Course Summary (cont.)

- Proposing new class numbers using the Web-based classification proposal form
Learning Objectives

At the end of the course, you will be able to:

- Interpret and understand captions and indentations in the LCC schedules
- Find any written policy on LC Classification
- Identify the parts and potential extent of a normal monographic and serial call number

Learning Objectives (cont.)

- Recognize structural errors in call numbers
- Use Classification Web to find class numbers
- Understand what information is needed in proposing new class numbers
Basic Classification Terminology

- **Classify**
  - To categorize, in order to arrange items on the shelves according to subject, using a classification system
- **Classification schedules**
  - The books or online system which contain class numbers, also called schemes
- **Class number**
  - What the item “is about”– selected from the schedules

- **Call number**
  - The number on an item which uniquely identifies the item so that it can be shelved and located
- **Book number**
  - Information that arranges items on the same subject in a logical order and provides a unique number for an item – also called Author number

  \[
  \text{Call number} = \text{Class number} + \text{Book number}
  \]
Basic Classification Terminology

- Cutter number
  - “One or more letters followed by one or more arabic numerals used decimally … “
  - Named for Charles Ami Cutter, who developed several tables using letters and numbers to achieve an alphabetical arrangement

Basic Classification Terminology

- Shelflisting
  - To arrange items within a subject, normally by author; to determine the book or Author number
LC Classification: Background

- What is classification?
  - A systematic scheme for the arrangement of books and other material according to subject or form

- What is the purpose of a classification system?
  - To allow a coherent and logical perusal of all items relating to a specific subject area through a pre-determined physical shelf order
  - To allow a coherent and logical perusal of all items relating to a specific subject area through an online search based on assigned class numbers
LC Classification: Background

- What are some classification systems, both actual and theoretical, and their principles?
  - Ranganathan
  - Dewey Decimal
  - SuDocs (Superintendent of Documents)
  - NLM (National Library of Medicine)
  - LC Classification

LC Classification: Background

- Ranganathan
  - Developed by Ranganathan in 1933
  - General rather than specific
  - Creates complex or new categories through the use of “facets,” or “colons”
  - Contains 108 main classes and 10 generalized classes
  - Uses mixed notation of Arabic numerals and Roman and Greek letters
LC Classification: Background

- Ranganathan
  - Each main class comprises five fundamental facets, or groups:
    - Personality
    - Matter
    - Energy
    - Space
    - Time

- Short tables are used, rather than schedules of numbers
- Component numbers are chosen and linked by colons to form a whole
- The book number is an integral part of the call number
LC Classification: Background

- Ranganathan
  - Advantages?
  - Disadvantages?

LC Classification: Background

- Dewey Decimal Classification
  - Think of your public library!
  - Developed by Melvil Dewey in 1876 as a classification system for small libraries
LC Classification: Background

- Dewey Decimal Classification
  - Coordinates materials on the same subject using a combination of letters and numbers
  - Uses ten main classes
    - Each class with ten divisions
    - Each division is further divided, becoming more specific

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LC Classification: Background

- Dewey Decimal Classification
  - 000  Generalities
  - 100  Philosophy and Psychology
  - 200  Religion
  - 300  Social Science
  - 400  Language
  - 500  Natural Science and Mathematics
LC Classification: Background

- Dewey Decimal Classification
  - 600 Technology (Applied Science)
  - 700 Arts
  - 800 Literature
  - 900 Geography and History

Decimals are used to make a number more specific.
The more numbers, the more specific the subject.
LC Classification: Background

- Dewey Decimal Classification
  - Advantages?
  - Disadvantages?

LC Classification: Background

- SuDocs (Superintendent of Documents)
  - Developed in the library of the Government Printing Office between 1895 and 1903
  - Based on the current organizational status of the government author
  - Changes as the organizational structure of the federal government changes
LC Classification: Background

- SuDocs (Superintendent of Documents)
  - Designed to group together publications by the same government author
  - Within an agency, publications are grouped according to the subordinate organization
  - Each executive department and agency, the Judiciary, Congress, and other major independent establishments are assigned a unique alphabetical identifier

- SuDocs (Superintendent of Documents)
  - “A” for Agriculture Department
  - “JU” for Judiciary
  - “NS” for National Science Foundation
  - “X” and “Y” reserved for Congress
  - “Z” not used!
LC Classification: Background

- SuDocs (Superintendent of Documents)
  - Numbers are added to the alphabetical identifier to distinguish subordinate bureaus and offices
    - “1” designates the parent organization and secretary or administrator’s office
    - “2” begins a numerical assignment of subordinate bureaus and offices

LC Classification: Background

- SuDocs (Superintendent of Documents)
  - Additional numbers are appended to the base alphanumeric class stem to indicate specific forms or series
LC Classification: Background

- SuDocs (Superintendent of Documents)
  - Advantages?
  - Disadvantages?

LC Classification: Background

- NLM (National Library of Medicine)
  - Covers the field of medicine and related sciences only
  - Uses classes QS-QZ and W-WZ, classes permanently excluded from the LC Classification schedules
  - Follows the principles of LC Classification
LC Classification: Background

- NLM (National Library of Medicine)
  - Adheres closely to the hierarchical arrangement of Medical Subject Headings (MeSH), the National Library of Medicine’s thesaurus for indexing and cataloging

Advantages?

Disadvantages?
LC Classification: Background

- Library of Congress Classification (LCC):
  - A classification scheme developed by the Library of Congress between 1897 and the present
  - LC Classification class numbers begin with one, two, or three capital letters …
    - Followed by up to four whole numbers and sometimes decimal and/or cutter extensions

- A typical LC class number:
  RC569.5.S56

- A typical LC call number:
  RC569.5.S56B36 1988
LC Classification: Background

- The same call number in MARC21 format:

  050 00 $a RC569.5.S56 $b B36 1988

LC Classification: Background

- The same call number as it would appear on or in an item:

  RC569 or RC569.5
  .5 or .S56B36
  .S56B36 or 1998
  1988

  It depends on the institution!
LC Classification: Background

Characteristic features of LC Classification:

- A classification of tangible items in a collection
- Based largely on the LC collections
- Extremely detailed

LC Classification: Background

Characteristic features of LC Classification (cont.):

- Enumerative, not synthetic
- Kept up-to-date by expansion and revision based on newly cataloged material
LC Classification: Background

Structure of LC Classification:

- Basic arrangement is by discipline:
  - Economics
  - History
  - Political science
  - Physics
  - Religion

Structure of LC Classification (cont.):

- Various aspects of a subject are generally not grouped together but are classed with disciplines:
  - AGRICULTURE: technical aspects in Class S (Agriculture) but agricultural economics in HD, a sub-class of economics
LC Classification: Background

- Structure of LC Classification (cont.):
  
  - RAILROADS: railroad engineering in TF, a sub-class of technology, but organization and management of railroads in HE (transportation and communication, a sub-class of economics)

LC Classification: Background

- Remember:
  
  - LC Classification separates books on the same subject by discipline
  
  Question: Would these two titles class together using LC Classification?
    
    - Funding options for flood protection
    - Engineering probabilistic design and maintenance for flood protection
Outline of LC Classification

- LC Classification consists of:
  - 21 main classes
  - In 41 v.

Outline of LC Classification

- Generalia
  - A General works
Outline of LC Classification

- Humanities and Social Sciences:
  - B Philosophy, Psychology, Religion
  - C Auxiliary sciences of history
  - D History: Eastern Hemisphere
  - E-F History: America (Western Hemisphere)
  - G Geography, Maps, Anthropology, Recreation
  - H Social sciences

Outline of LC Classification

- Humanities and Social Sciences (cont.):
  - J Political science
  - K Law
  - L Education
  - M Music
  - N Art
  - P Languages and literature
Outline of LC Classification

- Sciences:
  - Q  Science
  - R  Medicine
  - S  Agriculture
  - T  Technology
  - U  Military Science
  - V  Naval science
  - Z  Bibliography, Library science

- Which initial letters are missing?
- Why?
Publications relating to LC Classification

- Library of Congress Classification Poster
  - An overview of the system on one sheet; good for posting near the stacks, or at the catalog; also available in a pocket-size brochure

- LC Classification Outline
  - More detail, handy when you look for books in the stacks—available online at:
    - http://classweb.loc.gov/catdir/cps0

Publications relating to LC Classification (cont.)

- LC Classification Schedules: paper
  - The schedules that can be purchased from LC were published from 1996-2004. Gale Research annually publishes cumulative editions of most schedules:
    - http://lcweb.loc.gov/cds

- Classification Web
  - The authoritative and up-to-date LCC is available online, using your Web browser
Publications relating to LC Classification (cont.)

- Classification Web (cont.)
  - URL: http://classificationweb.net/
    An online tutorial allows learning without attending a class; Updated weekly; Classification Web also includes LCSH

Publications relating to LC Classification (cont.)

- LC Classification: Weekly Lists
  - The tentative list shows proposed new and changed class numbers; this list is not available outside LC
  - The approved list shows new and changed class numbers approved at the editorial meeting; the approved list is posted on the LC Cataloging Policy and Support Office’s public site:
    http://lcweb.loc.gov/catdir/cpso
Publications relating to LC Classification (cont.)

- **Subject Cataloging Manual: Classification**
  - Memo prefix “F”; published in 1992; 1995 update; available also on Cataloger’s Desktop

- **Subject Cataloging Manual: Shelflisting**
  - Memo prefix “G”; gives the rules for shelflisting; published in 1994; available also on Cataloger’s Desktop

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Publications relating to LC Classification (cont.)

- **Cataloger’s Desktop**
  - Online system providing access to the manuals documenting cataloging, classification, and shelflisting rules; updated quarterly and contains links to other Web sites

- **LC Classification: Additions and Changes**
  - Quarterly non-cumulative publication announcing new and changed class numbers to other libraries; publication discontinued in 2001
### Order of Publication of LC Classification Schedules

<table>
<thead>
<tr>
<th>Year</th>
<th>Range</th>
<th>Category</th>
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<tbody>
<tr>
<td>1901</td>
<td>E-F</td>
<td>History: America (Western Hemisphere)</td>
</tr>
<tr>
<td>1902</td>
<td>Z</td>
<td>Bibliography. Library science</td>
</tr>
<tr>
<td>1904</td>
<td>M</td>
<td>Music</td>
</tr>
<tr>
<td>1905</td>
<td>Q</td>
<td>Science</td>
</tr>
<tr>
<td>1910</td>
<td>B-BJ</td>
<td>Philosophy. Psychology</td>
</tr>
<tr>
<td></td>
<td>G</td>
<td>Geography. Anthropology. Recreation</td>
</tr>
<tr>
<td>1910</td>
<td>H</td>
<td>Social sciences</td>
</tr>
<tr>
<td></td>
<td>J</td>
<td>Political science</td>
</tr>
<tr>
<td></td>
<td>N</td>
<td>Fine arts</td>
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<tr>
<td></td>
<td>R</td>
<td>Medicine</td>
</tr>
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<td></td>
<td>T</td>
<td>Technology</td>
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<td>Military science</td>
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<td></td>
<td>V</td>
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<td>1911</td>
<td>A</td>
<td>General works</td>
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<td>L</td>
<td>Education</td>
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<tr>
<td></td>
<td>S</td>
<td>Agriculture</td>
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### Order of Publication of LC Classification Schedules

<table>
<thead>
<tr>
<th>Year</th>
<th>Code</th>
<th>Description</th>
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<tbody>
<tr>
<td>1915</td>
<td>C</td>
<td>Auxiliary sciences of history</td>
</tr>
<tr>
<td></td>
<td>PN, PR</td>
<td>General literature. English and American literature</td>
</tr>
<tr>
<td></td>
<td>PS, PZ</td>
<td>Fiction in English. Juvenile literature</td>
</tr>
<tr>
<td>1916</td>
<td>D</td>
<td>History: General and “Old World” (Eastern Hemisphere)</td>
</tr>
<tr>
<td>1927</td>
<td>BL-BX</td>
<td>Religion</td>
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<table>
<thead>
<tr>
<th>Year</th>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1928</td>
<td>P-PA</td>
<td>General philology and linguistics. Classical languages and literature</td>
</tr>
<tr>
<td>1933</td>
<td>PB-PH</td>
<td>Modern European languages (not Russian!)</td>
</tr>
<tr>
<td>1935</td>
<td>PJ-PM</td>
<td>Languages and literatures of Asia, Africa, Oceania. American Indian languages. Artificial languages</td>
</tr>
</tbody>
</table>
### Order of Publication of LC Classification Schedules

<table>
<thead>
<tr>
<th>Year</th>
<th>Schedule</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>1936</td>
<td>P-PM suppl.</td>
<td>Index to languages and dialects</td>
</tr>
<tr>
<td>1937</td>
<td>PQ (Pt. 1)</td>
<td>French literature</td>
</tr>
<tr>
<td>1937</td>
<td>PQ (Pt. 2)</td>
<td>Italian, Spanish, and Portuguese literatures</td>
</tr>
<tr>
<td>1938</td>
<td>PT (Pt. 1)</td>
<td>German literature</td>
</tr>
<tr>
<td>1942</td>
<td>PA suppl.</td>
<td>Byzantine and modern Greek literature. Medieval and modern Latin literature</td>
</tr>
<tr>
<td>1942</td>
<td>PT (Pt. 2)</td>
<td>Dutch and Scandinavian literatures</td>
</tr>
<tr>
<td>1948</td>
<td>PG</td>
<td>Russian literature</td>
</tr>
</tbody>
</table>

And then ..
### Order of Publication of LC Classification Schedules

<table>
<thead>
<tr>
<th>Year</th>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1969</td>
<td>KF</td>
<td>Law of the United States</td>
</tr>
<tr>
<td>1973</td>
<td>KD</td>
<td>Law of the U.K. and Ireland</td>
</tr>
<tr>
<td>1976</td>
<td>KE</td>
<td>Law of Canada</td>
</tr>
<tr>
<td>1977</td>
<td>K</td>
<td>Law (General)</td>
</tr>
<tr>
<td>1982</td>
<td>KK-KKC</td>
<td>Law of Germany</td>
</tr>
<tr>
<td>1984</td>
<td>KDZ</td>
<td>Law of the Americas, KG-KH</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Latin America and the West Indies</td>
</tr>
</tbody>
</table>

### Order of Publication of LC Classification Schedules - continued

<table>
<thead>
<tr>
<th>Year</th>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1985</td>
<td>KJ V-KJW</td>
<td>Law of France</td>
</tr>
<tr>
<td>1989</td>
<td>KJ-KKZ</td>
<td>Law of Europe</td>
</tr>
<tr>
<td>1993</td>
<td>KL-KWZ</td>
<td>Law of Asia and Eurasia, Africa, Pacific Area, etc.</td>
</tr>
<tr>
<td>1997</td>
<td>JZ</td>
<td>International relations</td>
</tr>
<tr>
<td>1998</td>
<td>KZ</td>
<td>Law of nations</td>
</tr>
</tbody>
</table>
Order of Publication of LC Classification Schedules

- 2003  KBP  Islamic law
          KBM  Jewish law
- 2005  KB  Religious law in general
          Comparative religious law

Notation of LC Classification: Alphanumeric

- Class numbers must contain capital letters and whole numbers:
  - Capital letters:  K  Law
                  KF  Law of the United States
                  KFP  Law of Pennsylvania
Notation of LC Classification: Alphanumeric

- Whole numbers:
  - TH1 Periodicals on building construction in English
  - TH17 Medieval building construction
  - TH149 Juvenile works on building construction
  - TH915 Tools and implements used in building construction

- Whole numbers:
  - TH1096 Stormproof building construction
  - TH2278 Doors
  - TH453 Breweries
  - TH6130 Vocational guidance for plumbers and pipefitters
Notation of LC Classification: Alphanumeric

- Whole numbers:
  - TH7414  Solar houses
  - TH9151  Firemen’s manuals

Notation of LC Classification: Alphanumeric

- Class numbers may contain decimal extensions and Cutter numbers:
  - Decimal extensions:
    - HV875.5  Intercountry adoption
    - TK7881.85  Automobile sound systems and equipment
Notation of LC Classification: Alphanumeric

- Single Cutter numbers:
  - HN79.M3 Social conditions in Maryland
  - HV5824.C42 Drug use by celebrities

- Double Cutter numbers:
  - HD6490.C642U544 Corrupt practices in American trade unions
Notation of LC Classification: Alphanumeric

- Double Cutter numbers:
  - TD883.5.146C4
  
  Air pollution in Chicago, IL

Notation of LC Classification: Alphanumeric

- Other elements:
  - JK1968 2004

  Election returns. By date of election
MARC21 and LC Classification

050 _4 $a TX536 $b .H2 2004

050 _4 $a M1505.R73 $b C32 1978

- $a contains the classification number portion of the call number

- $b contains the item number portion of the call number, and sometimes a portion of the class number
MARC21 and LC Classification

050 _4 $a TX536 $b .H2 2004

050 _4 $a M1505.R73 $b C32 1978

- the delimiter for item numbers ($b) precedes the last capital letter

If the last capital letter is preceded by a decimal, the delimiter precedes the decimal
MARC21 and LC Classification

050 _4 $a TX536 $b .H2 2004

050 _4 $a M1505.R73 $b C32 1978

- In other words, the delimiter precedes the final capital letter

- An exception:

CS71.B118 $b 1974
MARC21 and LC Classification

- Double Cutters are never separated with decimals

050 _4 $a TX536 $b .H2 2004

050 _4 $a M1505.R73 $b C32 1978

What About the Cutters?

- The last Cutter in a call number usually represents the main entry

- A short Cutter table is applied as a guide, but the final Cutter number is based on entries already found in the shelflist
Cutter Numbers

For names beginning with initial consonants except S, the first number is calculated with the following:

- a 3 Ba = B3  Baa-Bad = B33
- e 4 Be = B4  Bae-Bah = B34
- i 5 Bi = B5  Bai-Bal = B35
- o 6 Bo = B6  Bam-Bao = B36
- r 7 Br = B7  Bap-Bas = B37
- u 8 Bu = B8  Bat-Bav = B38
- y 9 By = B9  Baw-Baz = B39

Resulting call numbers may not fit these calculations because of other works already shelflisted. For example:

PE1408.B226  Bailey
.B285         Baker
.B4314        Barnet
.B526         Blanton
.B679         Brereton
.B92          Byrd
Cutter Numbers

In some cases the second cutter represents a topic (often a place name) and the arrangement by author must therefore be shown through the decimals:

Q183.3.132 C46+ Chicago
C465 C467 One work about Chicago
Another work about Chicago

Another example:

HD4928.P52 U6 Piecework in the U.S.

Cutter numbers for place names are in the shelflist and in *Subject Cataloging Manual: Shelflisting* memos
- The shelflist always takes precedence!
Cutter Numbers

- There is no such thing as a “triple Cutter” in a call number!


Cutter Numbers

- A Library of Congress Cutter number rarely ends with a 1, and almost never ends with a 0:

  - What cutter would fit between these two?

    .S4   .S42
    .S41999  .S419995
Handouts Exercise

Analyzing and identifying errors in LC call numbers

Biography Table …

an Introduction to Tables

- In designated biography classes, a special Biography Table is applied
- The Cutters in the Biography Table are reserved for special forms or topics
Biography Table

|x| Cutter for the individual
|xA2| Collected works. By date
|xA25| Selected works. Selections. By date. Including quotations
|xA3| Autobiography, diaries, etc. By date
|xA4| Letters. By date
|xA5| Speeches, essays, and lectures. By date. Including interviews
|xA6-Z| Biography and criticism. Including criticism of selected works

How would the Cuttering of this item be affected by the Biography Table?

| 100 | 1 | ¶a Aaron, Bill, ¶d 1964- |
| 245 | 1 | ¶a The life of Elvis / ¶c Bill Aaron. ¶a 1st ed. |
| 300 | 1 | ¶a 212 p. : ¶b ill. ; ¶c 21 cm. |
| 500 | 1 | ¶a Includes index. |
| 600 | 1 | 0 ¶a Presley, Elvis, ¶d 1935-1977. |
### Translation Table

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Language</th>
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<tbody>
<tr>
<td>.x</td>
<td>Original work</td>
<td></td>
</tr>
<tr>
<td>.x12</td>
<td>Polyglot</td>
<td></td>
</tr>
<tr>
<td>.x13</td>
<td>English</td>
<td></td>
</tr>
<tr>
<td>.x14</td>
<td>French</td>
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<td>.x15</td>
<td>German</td>
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<td>.x16</td>
<td>Italian</td>
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<td>.x17</td>
<td>Russian</td>
<td></td>
</tr>
<tr>
<td>.x18</td>
<td>Spanish</td>
<td></td>
</tr>
</tbody>
</table>

The intent is to file similar works together—and the shelflist arrangement always takes precedence!

### Translation Table

<table>
<thead>
<tr>
<th>130</th>
<th>0</th>
<th>0</th>
<th>a Konversión a Rossi.</th>
<th>t a English</th>
</tr>
</thead>
<tbody>
<tr>
<td>245</td>
<td>1</td>
<td>0</td>
<td>a Conversion in Russia / A. Ponomarev ... [et al.].</td>
<td></td>
</tr>
<tr>
<td>260</td>
<td></td>
<td></td>
<td>a Moscow : b Interdepartmental Analytical Center, c 1993.</td>
<td></td>
</tr>
<tr>
<td>300</td>
<td></td>
<td></td>
<td>a 114 p. : c 20 cm.</td>
<td></td>
</tr>
<tr>
<td>650</td>
<td></td>
<td></td>
<td>a Economic conversion t z Russia (Federation)</td>
<td></td>
</tr>
</tbody>
</table>

How would the Cuttering for this item be affected by the Translation Table? !
Examples with Analysis Overhead

Some common and some not-so-common call numbers and how they are constructed

Interpreting the LC Classification Schedules

- Parts of the schedule:
  - Preface
  - Outlines
  - Schedule
  - Tables
  - Index
Interpreting the LC Classification Schedules

- Interpreting the schedules:
  - Meaning is contained in the captions, not in the class numbers
  - Class numbers merely serve to order the captions
  - Subordination of topics is shown through indentation of captions

- Interpreting the schedules (cont.):
  - Decimal numbers do not necessarily reflect subtopics of the whole number
  - Decimal numbers do show that the class number was not a part of the original schedule
  - Parenthesized numbers designate numbers not to be used; normally they represent class numbers that were valid in the past
Interpreting the LC Classification Schedules

Interpreting the schedules (cont.):

- Parenthesized numbers are accompanied by a see reference to the current class number
- Cf. means “confer.” Cfs are the “see also” of the LC Classification world
- In Cutter lists, older Cutters are can be recognized because they have only one digit

Modern Cutters are generally constructed with two digits
- Bracketed numbers \(<\) designate alternate numbers that may be used by other libraries
Page 1 of the HM subclass in Classification Web

Sociology

Sociology [H B L D S]
The numbers HM1-HM299 were used by the Library of Congress until January 1999. After that date, they were replaced by a revised subclass HM that begins at HM401.
The numbers HM1-HM299 are currently used only to class new continuations of serials that are already classified in those numbers.

Periodicals [H B L D S]
see HM401-417
Polyglot American and English [H B L D S]
Polyglot [H B L D S]
see HM401
(HM1 A1-A2)
American and English [H B L D S]
see HM403
(HM1 A3-2)
French [H B L D S]
see HM404

Page 1 of the TD subclass in Classification Web

Environmental technology, Sanitary engineering, Periodicals and societies, By language of publication, English

Environmental technology, Sanitary engineering [H B L D S]
Including the promotion and conservation of the public health, comfort, and convenience by the control of the environment

CF: CR775-199 Environmental policy [H B]
CF: D525 Human beings and the environment [H B]
CF: RA55-648 Environmental health [H B]
CF: TR5014-6084 Environmental engineering in buildings [H B]

Periodicals and societies, By language of publication [H B L D S]

| TD1 | English [H B L D S] |
| TD2 | French [H B L D S] |
| TD3 | German [H B L D S] |
| TD4 | Other languages (not A-Z) [H B L D S] |
| TD5 | Congresses [H B L D S] |
| TD6 A1 | Exhibitions, Museums [H B L D S] |
| TD6 A2-Z | General works [H B L D S] |
| TD6 A2-Z | By region or country A-Z [H B L D S] |
Alphabetical Arrangement of Countries

- When topics are arranged by country, alphabetically, the arrangement can vary from a simple A-Z to a partially geographic arrangement.

- It is common to give special treatment to the United States.

---

Alphabetical Arrangement of Countries

HJ 2318.7.A-Z By region or country, A-Z

By region or country
United States
HJ 2322.A3 General works
HJ 2322.A5-W By state, A-W
HJ 2323.A-Z Other countries, A-Z
Alphabetical Arrangement of Countries

Special countries
United States
T55.7 General works
T55.72.A-W By state, A-W
T55.74.A-Z Other American countries, A-Z
T55.75.A-Z Europe. By country, A-Z
T55.76.A-Z Asia. By country, A-Z
T55.775 Australia
T55.778 New Zealand

Subarrangements also vary from nonexistent to the simple to the more elaborate:

Shift work. Shift systems
Under each:
.x General works
.x2A-Z Local, A-Z
Alphabetical Arrangement of Countries

Aged

Other American regions or countries, A-Z

Under each country:

.x Periodicals. Societies. Serials
.x2 General works. History
.x3 Other
.x4A-Z By region or state, A-Z
.x5A-Z By city, A-Z

A Simple A-Z Arrangement of Countries

<table>
<thead>
<tr>
<th>Public aspects of medicine--Public health</th>
<th>Preventive medicine--Environmental health--Air--Air pollution (General)</th>
<th>Periodicals. Societies. Serials</th>
</tr>
</thead>
<tbody>
<tr>
<td>Air pollution (General)</td>
<td>[H.B.L.D.S]</td>
<td></td>
</tr>
<tr>
<td>Including gases, odors, and smokes</td>
<td></td>
<td></td>
</tr>
<tr>
<td>For economic aspects, see [H.C.1-10]</td>
<td>United States [H.C.120], Canada</td>
<td></td>
</tr>
<tr>
<td>For emissions see RA590-592 [F.R.]</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Of QP82.2.43 Physiological effect [H.B.]</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Of TT881-891 Sanitary engineering [H.K.]</td>
<td></td>
<td></td>
</tr>
<tr>
<td>RA576 A2</td>
<td>Congresses [H.B.L.D.S]</td>
<td></td>
</tr>
<tr>
<td>RA576 A2-Z</td>
<td>General works [H.B.L.D.S]</td>
<td></td>
</tr>
<tr>
<td>By region or country [H.B.L.D.S]</td>
<td>United States [H.B.L.D.S]</td>
<td></td>
</tr>
<tr>
<td>RA576 5</td>
<td>General works [H.B.L.D.S]</td>
<td></td>
</tr>
<tr>
<td>RA576 6 A-Z</td>
<td>By region or state, A-Z [H.B.L.D.S]</td>
<td></td>
</tr>
<tr>
<td>RA576 7 A-Z</td>
<td>Other regions or countries, A-Z [H.B.L.D.S]</td>
<td></td>
</tr>
</tbody>
</table>
A Simple A-Z Arrangement of Countries

- Cutters for place names are found
  - in the shelflist
  - in the *Subject Cataloging Manual: Shelflisting*
  - on the CPSO Web site, for cartographic materials

Question: Which of these sources takes precedence?

The Shelflist!
A Simple A-Z Arrangement of Countries

Begin the class number for the following titles:

1. The impact of air pollution on public health in the United States.

2. The impact of air pollution on public health in Virginia.

3. The impact of air pollution on public health in Richmond, Virginia.

4. The impact of air pollution on public health in France.
A Simple A-Z Arrangement of Countries

5. The impact of air pollution on public health in Central America.


How to Handle .x and .x2, etc.

This arrangement appears under Dams. Barrages, Special countries:

| TC5566 | General works [H E B L D S] |
| TC5566.5 A-Z | By region, A-Z [H E B L D S] |
| TC557 A-W | By state, A-W [H E B L D S] |
| Under each: | General works |
| x2A-x2Z | Special states, A-Z |
| e.g.: | California [H E B L D S] |
| TC557 C2 | General works [H E B L D S] |
| TC557 C3A-C3Z | Special states, A-Z [H E B L D S] |
| e.g.: | California Dam [H E B L D S] |
| TC557 C3C2 | By river, A-Z [H E B L D S] |
| TC557 3 A-Z | Class here only refers located in two or more states |
How to Handle .x and .x2, etc.

.x = “the Cutter you came up with”:
    .B4

.x2 = either “2” appended
    .B42 (more common) or
    the next number
    .B5 (often with US .U5-U6)

---

How to Handle .x and .x2, etc.

Begin the class number for the following titles:

1. Dams in the United States.

2. Dams in the Western States.
How to Handle .x and .x2, etc.

3. Dams in Colorado.


HD6061+ Another Simple “Under Each”

<table>
<thead>
<tr>
<th>Industries</th>
<th>Land use</th>
<th>Labor -- Labor Work</th>
<th>Working class</th>
<th>Classes of labor</th>
<th>Women</th>
<th>Wages</th>
<th>Equal pay for equal work</th>
<th>Pay equity</th>
<th>General works</th>
</tr>
</thead>
<tbody>
<tr>
<td>HD6061</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>(H R B L D S)</td>
</tr>
<tr>
<td>HD6061 2 A-Z</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>By region or country, A-Z</td>
<td>(H R B L D S)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Subarrange each country by Table H73</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HD6064</td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td>(H R B L D S)</td>
</tr>
<tr>
<td></td>
<td>General works</td>
<td>(H R B L D S)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Hours of labor</td>
<td>(H R B L D S)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HD6065</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>(H R B L D S)</td>
</tr>
<tr>
<td></td>
<td>General works</td>
<td>(H R B L D S)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HD6065 5 A-Z</td>
<td></td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>(H R B L D S)</td>
</tr>
<tr>
<td></td>
<td>By region or country, A-Z</td>
<td>(H R B L D S)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HD6066</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>(H R B L D S)</td>
</tr>
<tr>
<td></td>
<td>By region or country, A-Z</td>
<td>(H R B L D S)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Subarrange each country by Table H73</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
What are the class numbers for the following titles?

1. Wages of women in Bulgaria.
2. Wages of women in Europe.
3. Wages of women in New York City.

5. Maternity leave in Canada.
LC Classification Training Workshop
An Introduction and Practicum

HD6061+ Another Simple “Under Each”

8. Hours of labor in Canada.
9. Hours of labor in Toronto.

Working with the H Tables

<table>
<thead>
<tr>
<th>Table for women laborers, by country (14 numbers)</th>
</tr>
</thead>
<tbody>
<tr>
<td>EHD0991/1 1</td>
</tr>
<tr>
<td>EHD0991/1 2</td>
</tr>
<tr>
<td>EHD0991/1 3</td>
</tr>
<tr>
<td>EHD0991/1 4-A-Z</td>
</tr>
</tbody>
</table>
The United States and Canada are 4-number countries in Table H5.

Which number in the span will be picked up for the following titles?

1. Statistics on the employment of women in Canada?
Working with the H Tables

Table for women laborers, by country (4 numbers)

<table>
<thead>
<tr>
<th>Country</th>
<th>Classification</th>
</tr>
</thead>
<tbody>
<tr>
<td>Periodicals</td>
<td>H 8</td>
</tr>
<tr>
<td>Societies</td>
<td>H 8</td>
</tr>
<tr>
<td>Statistics</td>
<td>H 8</td>
</tr>
<tr>
<td>Local, A-Z</td>
<td>H 8</td>
</tr>
</tbody>
</table>

2. Monthly bulletin on employment of women in the U.S.?

3. Working women in Virginia?
The countries named below are one-number countries in Table H5. Which number span will be used?

<table>
<thead>
<tr>
<th>HD6091/2</th>
<th>Countries for one-number countries</th>
</tr>
</thead>
<tbody>
<tr>
<td>01-09</td>
<td>Asian, Oceanic, African, Oceania</td>
</tr>
<tr>
<td>10-25</td>
<td>Europe</td>
</tr>
<tr>
<td>26-49</td>
<td>North America</td>
</tr>
<tr>
<td>50-89</td>
<td>South America</td>
</tr>
<tr>
<td>90-99</td>
<td>Central America</td>
</tr>
</tbody>
</table>
### Working with the H Tables

**Table for women laborers, by country (1 number)**

<table>
<thead>
<tr>
<th>HD6091/2 A1-A5</th>
<th>Periodicals, Societies, Serials [H $R$]</th>
</tr>
</thead>
<tbody>
<tr>
<td>HD6091/2 A6</td>
<td>Statistics [H $R$]</td>
</tr>
<tr>
<td>HD6091/2 A7-Z5</td>
<td>General works [H $R$]</td>
</tr>
<tr>
<td>HD6091/2 Z6A-Z6Z</td>
<td>Local, A-Z [H $R$]</td>
</tr>
</tbody>
</table>

1. **Biweekly newsletter on employment of women in Mexico?**

2. **Statistics on women’s work in Guatemala?**
Working with the H Tables

3. The employment of women in Belize?

4. Working women in Mexico City, Mexico?
Sometimes countries are arranged not alphabetically but geographically and logically, usually with North America and the United States first, then the rest of the Western Hemisphere, then Europe, Africa, Asia and the Pacific Area.

<table>
<thead>
<tr>
<th>Tables of geographical divisions</th>
</tr>
</thead>
<tbody>
<tr>
<td>H5 1</td>
</tr>
<tr>
<td>H6 1</td>
</tr>
<tr>
<td>H6 2</td>
</tr>
<tr>
<td>H6 3-6</td>
</tr>
</tbody>
</table>

Employment of women in the U.S.

<table>
<thead>
<tr>
<th>Base number</th>
<th>HD6090</th>
<th>United States: span 3-6</th>
</tr>
</thead>
<tbody>
<tr>
<td>Add</td>
<td>5</td>
<td>General works (3rd no. in the span)</td>
</tr>
<tr>
<td>Total</td>
<td>HD6095</td>
<td></td>
</tr>
</tbody>
</table>
### Tables of Geographical Divisions in H

<table>
<thead>
<tr>
<th>Division</th>
<th>Classification</th>
</tr>
</thead>
<tbody>
<tr>
<td>Latin America</td>
<td>[H R]</td>
</tr>
<tr>
<td>General works</td>
<td>[H R]</td>
</tr>
<tr>
<td>Mexico</td>
<td>[H R]</td>
</tr>
<tr>
<td>Central America</td>
<td>[H R]</td>
</tr>
<tr>
<td>General works</td>
<td>[H R]</td>
</tr>
</tbody>
</table>

#### Employment of women in Mexico City

<table>
<thead>
<tr>
<th>Base number</th>
<th>Mexico: 11</th>
</tr>
</thead>
<tbody>
<tr>
<td>Add</td>
<td>11</td>
</tr>
<tr>
<td>Local:</td>
<td>Z6A-Z</td>
</tr>
<tr>
<td>Local,</td>
<td>A-Z</td>
</tr>
<tr>
<td>Total</td>
<td>HD6101.Z6M</td>
</tr>
<tr>
<td></td>
<td>.Z6M (Mexico City)</td>
</tr>
</tbody>
</table>

### A Non-Geographic Table

<table>
<thead>
<tr>
<th>Institution</th>
<th>Table Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>George Mason University, Fairfax, Virginia</td>
<td>L7 [H R L D S]</td>
</tr>
<tr>
<td>George Pepperdine College, Los Angeles, California</td>
<td>L3 [H R L D S]</td>
</tr>
<tr>
<td>George Washington University, Washington, D.C.</td>
<td>L6 [H R L D S]</td>
</tr>
<tr>
<td>Georgetown College, Georgetown, Kentucky</td>
<td>L3 [H R L D S]</td>
</tr>
<tr>
<td>Georgetown University, Washington, D.C.</td>
<td>L3 [H R L D S]</td>
</tr>
</tbody>
</table>

In Class Web in the Enhanced Browser, click on the desired underlined caption to integrate the table into the text.
### A Non-Geographic Table

<table>
<thead>
<tr>
<th>Individual institutions -- United States -- George Mason University, Fairfax, Virginia -- Official publications</th>
</tr>
</thead>
<tbody>
<tr>
<td>LD1894 A1 - A4</td>
</tr>
<tr>
<td>LD1894 A5 - A7</td>
</tr>
<tr>
<td>LD1894 A2-Z</td>
</tr>
<tr>
<td></td>
</tr>
</tbody>
</table>

**Table L7**

---

### A Non-Geographic Table

<table>
<thead>
<tr>
<th>Individual institutions -- United States -- Georgetown University, Washington, D.C. -- Charter (and founding)</th>
</tr>
</thead>
<tbody>
<tr>
<td>LD1961 G47</td>
</tr>
<tr>
<td>LD1961 G475</td>
</tr>
<tr>
<td>LD1961 G475</td>
</tr>
<tr>
<td>LD1961 G475</td>
</tr>
<tr>
<td>LD1961 G477</td>
</tr>
<tr>
<td>LD1961 G48</td>
</tr>
<tr>
<td>LD1961 G49</td>
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<tr>
<td>LD1961 G492</td>
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<td>LD1961 G493</td>
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<td>LD1961 G494</td>
</tr>
<tr>
<td>LD1961 G495</td>
</tr>
<tr>
<td>LD1961 G497</td>
</tr>
</tbody>
</table>

**Table L3**
Questions?

- Answers to a lot of LC Classification questions may be found in the “F” Instruction Sheets …

SCM: Classification
(The “F” Instruction Sheets)

- The document to consult to find detailed instructions and guidelines on classing various topics, genres, and forms