

TO THE MEMORY OF

R KRISHNASWAMY RAO

THE FIRST COLLEAGUE IN CATALOGUING

Downloaded from www.dbraulibrary.org.in

The Five Laws of Library Science

- 1 Books are for use.
- 2 Every reader his book.
- 3 Every book its reader.
- 4 Save the time of the reader.

Corollary: Save the time of the staff.

- 5 A library is a growing organism.

ग्रन्थालय-शास्त्र-पञ्च-सूत्राणि

ग्रन्थालयी सदासेवि पञ्चसूत्री परायणः ।

ग्रन्था अध्येतुम्-एते च सर्वेभ्यः स्वं स्वमाप्नुः ॥

अध्येतुः समयं शेषेत्-आलयो नित्यमेव च ।

वर्धिष्णुः एव चिन्मूर्तिः पञ्चसूत्री सदा जयेत् ॥

CONTENTS

Part 0 Preliminary

Chap	Page	Chap	Page
01 Genesis, Development and Conspectus	✓ 11	05 Language and Transliteration	67
02 Canons of Cataloguing	✓ 25	06 Evolution of the Catalogue	70
03 Normative Principles	✓ 49	07 Style of Writing	77
04 Articles and Contractions	✓ 65	08 Arrangement of Entries	✓ 88

✓ Part 1 Terminology

11 Work	99	15 Catalogue and Entry	158
12 Author and Collaborator	106	16 Sections of Entry	175
13 Document	117	17 Heading	177
14 Conflict in Authorship	142	18 Name-of-Person	185

Part 2 Rendering of Names

21 Personal Name	225	25 Conference	249
22 Geographical Name	230	26 Title	252
23 Government	236	27 Series	258
24 Institution	244	28 Pseudo Series	261

✓ Part 3 Class Index Entry

31 Terminology of Classification	265	35 Rendering of Class Index Heading	295
32 Terminology of Chain Procedure	274	36 Class Index Entry	298
33 Examples of Chain and Link	278	37 Examples of Class Index Entries	301
34 Choice of Class Index Heading	291	3D Modifications for Dictionary Catalogue	312

Part 4 Cross Reference Index Entry

40 Structure and Types	323	43 Pseudonym-Real-Name Entry	334
41 Alternative Name Entry	326	44 Editor-of-Series Entry	336
42 Variant-Form-of-Word Entry	331	45 Generic-Name Entry	338

Part 5 Single-Volumed Simple Book

Chap	Page	Chap	Page
50 Source for Main Entry	345	53 Book Index Entry	391
51 Main Entry	347	5D Dictionary Catalogue	402
52 Cross Reference Entry	388		

Part 6 Composite Book and Multi-Volumed Book

61 Ordinary Composite Book	409	63 Multi-Volumed Book	419
62 Artificial Composite Book	415		

Part 7 Periodical Publication

70 Complexities	427	75 Amalgamation	462
71 Simple Periodical Publication	431	76 Splitting Up	468
72 Irregularity in Volume-Number	448	77 Supplement	471
73 Interrupted Publication	450	78 Combination of Complexities	474
74 Change of Title and Sponsor	455	7D Dictionary Catalogue	480
		7Y Desiderata	485

Part 8 Catalogues and Lists of Other Kinds

80 Supplement to the Code	491	83 National Bibliography	531
81 Union Catalogue of Books	501	84 Abstracting Periodical	550
82 Union Catalogue of Periodical Publications	508		
Glossary			569
Bibliography			583
Index			589

Part 0

PRELIMINARIES

Downloaded from www.ebraulibrary.org.in

CHAPTER 01

GENESIS, DEVELOPMENT, AND CONSPECTUS

011 Genesis

0111 SENSE OF REVOLT

THE Classified Catalogue Code owes itself to the sense of revolt induced in the mind while learning cataloguing in 1924-25, in the School of Librarianship of the University College in London. The first cause of revolt was the method of teaching used. Each rule of the Anglo-American Code was taken by itself, to be put into rote-memory as if it were. No attempt at answering the what, the why, or the how of it. No attempt to present the rules as a system. No attempt at studying an alternative code and comparing their relative merits. The second cause was the nature of the Code taught. It was the Anglo-American Code (1) of 1908. Its skeleton nature, its mixing up the author entry and the subject entry, lack of unity in many of its rules—a serious drawback in the drafting of a Code—all these added to the result. There was also a third cause. The volumes of the Classified Catalogue of the Carnegie Library of Pittsburgh and of the Mitchel Library of Glasgow were fascinating. Copies of these were available in the library of the

School of Librarianship. But not a word was said in the class either about Classified Catalogue or about the essential difference between it and Dictionary Catalogue. A fourth cause came out of the discrepancy between the rules taught in the theory class and those prescribed for adoption in the practical class. Here again, nothing was said or done to satisfy the curiosity of students about this difference. Fifthly, the bibliographical details about format, collation and imprint were over-emphasised in the practical class. The revolt made one say within oneself, "When I go back home,"

0112. FACILITY FOR DESIGNING

On going back to Madras, facility of every kind was found to re-think the cataloguing work. In the first place, there was full freedom to do one's best in re-organisation—open access, classification, cataloguing, reference service, simplified practice in administration, staff selection, public relation, in fact in every detail in the running of the library and in building it up. Secondly, the annual accession soon rose from 500 to 6,000. Within a year, this choked the paste-down catalogue in book-form. The necessity to build the catalogue afresh provided the opportunity to change over to card catalogue. This in its turn brought in the opportunity to give up the old method of cataloguing, based on the British Museum Code, modified arbitrarily here and there. The working out of a new Code was taken on hand. Thirdly, much time was spent each day on

floor-duty, observing the classificatory and cataloguing approach of readers to books. Their approach had not been coloured at all by any tradition, as most of them tasted library facility—and open access in particular—for the first time in their lives. This gave as good an approximation as possible to unconventionalised, free, natural mental behaviour on the part of readers. Fourthly, I was fortunate in the first two colleagues selected by me—C Sundaram and K M Sivaraman. Both were young graduates fresh from university. Both were free from any kind of library tradition in any library technique whatever. Both had a participating attitude. Both were devoted to their work. Both were industrious. All the three of us were loyal to one another. In fact, we three worked together in library field, as if it were a case of one mind in three bodies. A quantum of intuition was bringing out the Colon Classification and the Classified Catalogue Code. Intellect was brought into play once a week collectively in all the three—to discuss, check up, and polish the product of intuition, in the light of the experience gained by each of the three during the hours of floor duty. Fifthly, a School of Librarianship was established in 1929. Since then, the author had been teaching cataloguing every year. Sixthly, about 70,000 volumes were classified, catalogued and served during the seven years from 1926 to 1932. During the last two of these years the Colon Classification occupied the conscious

level. The Classified Catalogue Code was, however, shaping itself unexpressed, below the conscious level, except while teaching cataloguing, till 1933 the year of publication of the *Colon classification*.

0113 FIRST FORMULATION

After the *Colon classification* (2) came out, the catalogue-valve between the conscious and the subconscious opened out. The simmering of the Classified Catalogue Code began within the mind. I had to go to Calcutta. It was a railway journey of 38 hours. I said to Sivaraman, "Put into my bag plenty of 5×3 slips and a few sharpened pencils." During the 20 hours of daylight in the forward journey and an equal extent of time in the return journey, the rocking of the train, the utter absence of distraction by any printed stuff, and the solitude in the railway compartment, helped concentration. Un-interrupted recording of the flow of the rules of the Classified Catalogue Code was the result. Some of the rules brought their commentaries in their train. On return to Madras, these were intellectually reviewed by all the three of us. These were checked up and polished. Examples were provided. The press-copy was typed. This was the development of the First Formulation of this Classified Catalogue Code.

012 Advent of Scientific Method

The next stage in the development of the Classified Catalogue Code was conditioned by the advent of scientific method.

0121 ENDLESS CYCLE

In scientific method, there is a never-ending succession of cycles:

1 From individual experiences, through generalisation, to empirical laws derived from them, with the aid of induction and normal equations;

2 Through their reduction to a few normative principles, with the aid of imagination and/or intuition;

3 Through deductive laws or canons derived from the normative principles with the aid of methods of inference and semantics;

4 Through fresh individual experiences not conforming to them;

5 Back again through another cycle; and

6 So on, without end.

0122 ESTABLISHMENT OF CYCLE

Such a cycle of development has now been established in cataloguing. Therefore, both the teaching of cataloguing and the framing of Catalogue Code can have the benefit of normative principles. New types of reading materials, apparently transcending the capacity of the existing rules of a Catalogue Code, may be catalogued by a proper interpretation of its rules. If this is not adequate, the rules can be amended or extended with the aid, and as a necessary implication, of the normative principles. When the cumulated unconscious shift in the social purpose of the library calls for an altogether different kind of

library service, organisation, and technique, and the current ones stand abandoned by sheer folk-force, new normative principles should replace the old ones. And the cycle should be started again.

0123 CRITICAL STUDY OF CODES

A critical examination of a Catalogue Code can be made with the aid of the normative principles. So also can be made a comparative study of several Catalogue Codes. Lastly, any Catalogue Code can be rectified in their light.

0124 VERBAL APPARATUS

The success of critical or comparative study will depend on the verbal apparatus used to express thought and communicate it. The verbal apparatus should not create "noise" in the process of communication. It should not do so even in self-communication. Grossly disturbing noise is usually caused by the presence of homonyms and synonyms in the verbal apparatus. Even more dangerous and virus-like is the subtle difference in the shade of meaning of a word or phrase, due to slight shift in undertones and overtones. To minimise this, we should begin any discipline with the establishment of a special, agreed, dry-as-dust terminology without even the slightest touch of fuzziness. But such a special terminology will have to begin with some undefined terms. These should be clearly stated. Again the meta-language with which we handle the special terminology both at the stage

of definition and the later stages of development of thought, should be closely watched, if it is also drawn from the same natural language as the terminology itself. This is so in the discipline of cataloguing to-day. The special terminology should become spontaneous and instantaneous. Its use should be as much the result of reflex action as that of mother-tongue. This is an essential factor in scientific method.

0125 FIRST APPROXIMATION TO SCIENTIFIC METHOD

The first application of such a scientific method to Cataloguing and to Catalogue Code was made in 1937. Between 1934 and 1937 some of the rules of the Classified Catalogue Code came up for critical examination from time to time, both in classroom discussion, and in staff-meetings to consider problem-books in cataloguing. On the anvil of such critical discussions, certain normative principles of cataloguing took shape. These were different from the five Laws of Library Science. Indeed, they were all implications of these Laws. They were also different from the normative principles common to all spheres of human action and thought. The special normative principles were called Canons of Cataloguing. These were the product of impersonal intellectual grind during the prolonged earlier stages, and of imagination with a touch of intuition at the difficult final stage. I had the unusual privilege of continuously subjecting my Classified Catalogue Code and the other

codes to a severe semantic analysis and check-up in the pure intellectual plane—in the class-room and in staff-meetings. This helped the formulation of the Canons; and it also led eventually to the setting up of the scientific method in the Discipline of Cataloguing. The experience of this first attempt was recorded in *Theory of library catalogue* (3) in 1937.

013 First Comparative Study

It was late in 1937. The press-copy of the *Theory* was lying on the table. To write or not to write to the Vice-Chancellor for formal permission to print it—that was the question. A sullen mood for total withdrawal from intellectual work and retirement from office was undermining enthusiasm and zest. Natesa Ananda, a spiritual friend, took me for an all-night vigil. He counselled persistence in the work on hand. A new spiritual guide appeared suddenly. He was Purohit Swami. He had considerable experience both before and after enlightenment. He had just then returned from Ireland after spending some years with W B Yeats. He administered a genial warning. He said "Salvation can come only by dogged pursuit of the allotted work in society, with neither emotional attachment nor revulsion." This corrective worked in the mental plane for about twenty-four hours. Then came suddenly a physical aid in the form of a postal packet. It contained a mimeographed copy of the draft of the Rules for the preliminary second edition

of the Anglo-American Code. Along with it came also a letter from Rudolph Gjelsness, chairman and editor-in-chief of the Catalogue Revision Committee of the American Library Association. He asked for comments on the Draft Rules. The next few hours were turned on them. Many inconsistencies were seen. Some faults were detected. But there was no agreed Terminology or Canons of Cataloguing, in terms of which the comments could be put across to a far-off correspondent precisely and briefly through a letter. The new Canons came in handy to make a comparative study of the draft of the second edition of the Anglo-American Code and the Classified Catalogue Code. These events, the close sequence of them, and the advice from spiritual friends at the nick of time led to a decision to publish the *Theory of library catalogue*.

014 Second Comparative Study

The *Heading and canons* (4) was a second approximation to the application of Scientific Method to cataloguing. The Cycle of Scientific Method having been formed in this field, this second approximation began with a Chapter on Terminology and another on Normative Principles. Then the several topics in the Choice and Rendering of Headings were taken up successively. The corresponding rules in the five chosen codes—the Anglo-American Code, the Classified Catalogue Code, the Cutter Code (5), the Prussian

Instructions (6), and the Vatican Code (7)—were examined critically and comparatively. This demonstrated the convenience, if not the need, for having an International Standard for the Title-Page and its Overflow, with special reference to Supplement to Author-Statement. Finally came a peep into the problems of an International Catalogue Code.

015 Corrective of the Class-Room

The Classified Catalogue Code has been used by me to teach the subject even from the time it was in the first draft stage. It is still being used both in teaching theory and in practical cataloguing. This is an unusual privilege I have had—to be an author and at the same time to teach one's own book to growing minds. This gave me a great chance to discover the flaws in the book. Here is a picture of a situation in the class-room. The class as a whole critically examines the catalogue cards written in the practical hours. The "accuser" as well as the "accused" student should cite the appropriate rule from the Classified Catalogue Code in support of every statement of his. The class-room looks like a Court of Law. This method of teaching puts the Classified Catalogue itself "on trial" in this Court. This has happened for nearly twenty-five years. A few trivial flaws thus come to be spotted out from time to time. These are removed in the subsequent edition. This is a continuing process.

016 Resilience of Sutra Style

The Rules in the very first edition made some approximation to the Sutra (aphorism) style of exposition. This style is the one used for basic codes and texts in Sanskrit tradition. This style is extremely sensitive to the principle of "atomic unit-thought" in the construction of a rule. However, drafting in English does not allow thorough atomisation. But so far as it goes, it proves useful in applying the rules to refractory title-pages with the aid of the Rules of Interpretation. The ruthlessly analytical mesh, holding the rules of the Classified Catalogue Code, invests the code as a whole with a resilience of another kind. Books appear off and on with cataloguing features beyond the capacity of the existing rules, even with the prop provided by the Rules of Interpretation. A few books with one or other of such new features have come out in recent years. This will continue for ever. Hitherto, it has been easy to interpolate the necessary new Rules consistent with the old ones in the right place in the Code. Three such new Rules have been absorbed by the Classified Catalogue Code during the last twenty-five years without any disturbance to the existing rules. These concern Pseudo-Series, Associated Book, and Merger Book.

017 Successive Editions

0171 EDITION 1

Edition 1 was published in 1934 as volume 4 of the Publication Series of the Madras Library Association (8).

This edition furnished the members of the staff of the Madras University Library with a firm Code to do their day-to-day cataloguing work and to make full use of all the entries in the card catalogue in giving reference service to readers. Perhaps, it happened to be the first available complete Classified Catalogue Code in printed form. It was pronounced by Sayers to be "by far the largest contribution to the subject" (9).

0172 EDITION 2

In 1938, the Canons of Cataloguing were first enunciated. These were applied to a critical examination of this Code. The symbiosis between Classification and Cataloguing was discovered at the same time. It was brought out by the Chain Procedure invented at that time to derive Class Index Entry from Class Number. These ideas were incorporated in the next edition (10) which came out in 1945. The *Theory of library catalogue* (11) contained also a Theory of Alphabetisation. This theory separated the "Legislative phase" and the "Executive phase" in alphabetisation. This led to the formulation of the Rules for the Style of Writing and those for Alphabetisation, in close correlation to one another. This, in its turn, led to the formulation of the Gestalt Theory of Alphabetisation. Edition 2 incorporated these new ideas also (12).

0173 EDITION 3

Edition 3 (13) came out in 1951. It included Rules for a Union Catalogue of Periodical Publications and

Rules for an Abstracting Periodical (14). This edition provided also an English-Sanskrit Glossary of Cataloguing Terms (15) to form the basis for cognate terminology in the several Indian languages. This was made possible by the Hindi version of the Code (16), with Rules in Sanskrit Sutras, which was also printed about the same time.

0174 EDITION 4

The present edition is largely the effect of the second round of the critical study of cataloguing problems embodied in the *Heading and canons* (1955). It seeks to implement the lay-out for a catalogue code arrived at in that book. It has added the supplementary rules needed in the building of a National Bibliography. It has separated the problems of the determination of the authorship of a document, the choice of headings, and their rendering, and prescribed the rules for them in independent chapters. It has made some changes in the Style of Writing headings and the corresponding changes in the Rules for Alphabetisation. The corrections suggested in the *Heading and canons* have been incorporated. This edition has further eliminated the need for a separate Dictionary Catalogue Code. The necessary alternative rules for a Dictionary Catalogue Code are given in appropriate places in this book itself. They are only a few.

018 Conspectus

This edition is thus greatly different from the earlier editions. It is in 8 parts. Part 0, entitled

"Preliminaries", lays down the Canons of Cataloguing and the other normative principles which are of help in building a Catalogue Code. The later chapters of this part deal with specific problems peculiar to a Code which takes English to be the Favoured language in cataloguing. Then follows the Part on Terminology of Cataloguing. The Cataloguing Terms are developed in a systematic way. They are all English terms. But they can form the basis for the corresponding terms in any other language. Incidentally Chapter 14 of this Part deals with the resolution of the Conflict in Authorship, which breaks the back of many a Catalogue Code. Part 2 deals with all kinds of problems which arise in the Rendering of the Headings in Entries, in such a way that homonyms are avoided. Part 3 is similarly devoted to the establishment of Subject Headings by Chain Procedure. The remaining five parts virtually reproduce the contents of chapters 1 to 8 of edition 3. A more detailed conspectus is presented by the Contents-Pages.

CHAPTER 02

CANONS OF CATALOGUING

020 Canons of Cataloguing.—The specific normative principles applicable to cataloguing—that is, to the

1 Drafting of a Catalogue Code including the formulation of each rule;

2 Interpretation of the rules to meet new situations brought up by a particular document or by changes in the practice of book production; and

3 Provision of suitable guidance for cataloguing work.

There are 8 Canons of Cataloguing isolated so far. Some of them were formulated for the first time in my *Theory of library catalogue* (17). They were further added to and elaborated in my *Heading and canons: Comparative study of five catalogue codes* (18). The Canons are stated below with brief comments.

021 Canon of Ascertainability

0210 Canon of Ascertainability.—The principle prescribing that the choice and rendering of

1 The main entry and each added entry; and

2 The heading and every other section in any entry should be determined by the information found in the title-page of the document catalogued and its over-flow

pages, the only exception being the Cross Reference Index Entry, which is a General Added Entry.

0211 In the case of an Ordinary Composite Book, the generic contents-page also may be used as a supplementary source.

0212 In the case of an Artificial Composite Book, the title-page of each constituent document may be used as source.

0213 INTERNAL INCONSISTENCY

Some of the internal inconsistencies of existing catalogue codes are traceable to their being obliged to step out of the title-page and its over-flow, and going into the market place so to speak, in search of data for the choice and rendering of headings of even specific entries.

0214 FAILURE OF TITLE-PAGE

Unfortunately, the title-page and its over-flow have not yet begun to give all the data needed for making the main entry in the catalogue. Nor has the Cataloguing Profession exerted itself till now in persuading the book-trade and the authors to do the needful in the matter.

0215 STEADY CHANGE IN TITLE-PAGE

It must however be conceded that the design of the title-page and its over-flow has been in the flux all along. During the last one or two centuries, sheer folk-force has led the title-page and its over-flow to evolve towards being a complete repository of the cataloguing elements of a document. Its evolution has been described in detail in my *Social bibliography : Physical bibliography for librarians* (19). The title-page is a gift of the early printers. It has been exploited in succession by patrons, publishers, and authors. It is open to cataloguers too to exploit it. Exploitation here means not only using the information given in the title-page, but also endeavouring to make the title-page and its over-flow carry all such information as the cataloguer needs but is not at present given in them.

0216 RECIPROCITY

In other words, the influence between the title-page and the cataloguing profession should be reciprocal. Each should enrich and help the other. To make this possible, the title-leaf and its over-flow leaves in the material plane and the Canon of Ascertainability in the idea plane—i.e., the plane of normative principles—should be made the sheet-anchor of any Catalogue Code. The purpose of the commentaries in Sections 13231 to 13238 is just to plead for the establishment of such a reciprocity between the cataloguing profession and the book-trade, leading to the adoption of an International Standard for the title-page and its over-flow.

022 Canon of Prepotence

0220 Canon of Prepotence.—The principle

1 that the Potency to decide the position of an entry among the various entries in a catalogue should, if possible, be concentrated totally in the Leading Section; and even there

2 that it should be concentrated, as much as possible, in the entry element; and further

3 that, if total concentration in the Leading Section is not possible, the minimum possible potency should be allowed to overflow beyond it to later sections; and

4 that even this spill-over should be distributed in the later sections in a decreasing sequence of intensity.

0221 DISTRIBUTION OF POTENCY

The essence of a Library Catalogue is arrangement of entries. The entries get sorted letter by letter or digit by digit, beginning with the very first of these found in an entry. The potency goes on decreasing rightwards and downwards, from the first letter or digit, in most of the scripts. Any mistake in the first letter or the

digit will therefore be fatal. The entry will be virtually lost in some far-off region of the catalogue. The range within which the entry may get lost goes on decreasing, as we move further on from the first letter or digit. The range is reduced to a reasonably small one, only by the time we reach beyond the end of the entry word, or of the entry element, or of the class number, as the case may be.

✓ 0222 LIGHT FOR FRAMERS OF CATALOGUE CODE

The Canon of Prepotence yields an important deduced principle applicable to the choice of entry element in a multi-worded heading—i.e., in the rendering of a multi-worded term chosen for use as heading. That principle is a statistical one.

“The entry element should be chosen from among that class of words, occurring in the multi-worded term chosen for use as heading, that is more numerous than the other classes of words occurring in it.”

For, the probability for the same word to be used as entry element in several headings is inversely proportional to the numerousness of the class from which the word is chosen; and the smaller this probability, the greater will be the concentration of potency in the entry element. This statistical principle is responsible—unconscious though it might have been—for the choice of the family name as the entry element in rendering the name of a Western person in a heading. It is the overlooking of this statistical principle that has vitiated the Anglo-American Code's perscription of place-name as entry element for Institution-Heading, in spite of its having accepted the place-name as the entry element in the name of a Government as improvised by cataloguing convention (20). This statistical principle plays some part, though again unconsciously, in the choice of entry element in the real title for title heading, as prescribed in the Prussian Instructions (21). This statistical principle should be exploited fully in the framing of a Catalogue Code. Its use will be demonstrated in Part 2, which is on the Rendering of Names.

✓ 02221 ILLUSTRATION FROM NAME OF SERIES

Here is an example of the application of this principle to Series-Heading. Many universities and governments have established

their own series. They are generally given common names, such as Publication series, Library science series, English series, Hindi series, Historical series, Economic series, Pamphlet series and so on. These names do not have sufficient potency. They often become homonyms. To resolve the homonym and to increase the potency, the name of the university or the government or even a department of either may have to be added. If the purpose be merely individualisation, the name can be added at the end. But if the purpose is increasing the potency of the heading, the name should be added at the front. While drafting the Classified Catalogue Code in 1933, I had not consciously seized the Canons of Cataloguing. I was therefore unable to decide the issue on proper grounds. Much of indeterminacy or inconsistency was the result. It is only now, sixteen years after the Canons of Cataloguing were enunciated, that I am able to see this difficult issue lighted up by the Canon of Prepotence.

0223 MORAL FOR THE CATALOGUER

The Cataloguer should prevent any casual error creeping into the Leading Section and particularly into the first word or the class number—and even more so the very first letter or digit—to be written at the very beginning of the Leading Section. He must be aware that any error in writing the Entry Element or the Class Number carries a high penalty.

0224 CALL NUMBER ENTRY

The Canon of Prepotence has its fullest sway in the Call Number Entry of the Classified Catalogue. Even here, it is able to have its full sway, only if the Scheme of Classification in use has an individualising Call Number for every document. Today, the only scheme that does so is the Colon Classification (22). If the Call Number is constructed according to that scheme, the Leading Section of the Main Entry is truly prepotent. All the potency of the entry, in respect of arrangement of entries, is concentrated in the Leading Section. Every other section in that entry is rendered impotent. In finding the position for a Call Number Entry in the catalogue cabinet, the Filing Cataloguer need never look beyond the Call Number in the Leading Section.

0225 DICTIONARY CATALOGUE

In respect of the Canon of Prepotence, the Classified Catalogue has an advantage over the Dictionary Catalogue. For the Main Entry of the latter is an Author Entry. However much the name of an author may be individualised, it may not individualise the document described in the entry. For, the author might have written two or more documents. Even if he has written only two, the entry is not individualised by the name of the author alone. In other words, the potency is not concentrated in the Leading Section. A part of it necessarily overflows into the title-section. In finding the position for the Main Entry in the Catalogue Cabinet of a Dictionary Catalogue, the Filing Cataloguer will have often to look into the second and the later sections.

0226 SPECIFIC WORD ENTRY

A similar remark is applicable also to any specific word entry, be it of the Dictionary Catalogue or of the Alphabetical Part of the Classified Catalogue. In every such entry, every endeavour is made by a Catalogue Code for the potency to be at its possible maximum in the Leading Section. For example, the name of a person, occupying the Leading Section, is individualised by the addition of the necessary Individualising Elements to the name. Similarly a geographical name in the Leading Section—be it as the name of a subject or as the name of a Government—is helped to carry the maximum possible potency, by the addition of the necessary Individualising Elements to the name.

0227 CROSS REFERENCE ENTRY

In a Cross Reference Entry of a Classified Catalogue, the Leading Section has only a little potency. For it is merely a class number, in most cases. A good deal of potency necessarily flows into the Third Section, which gives the Locus. The Filing Cataloguer will have to reach that Section in the Entry.

0228 CLASS INDEX ENTRY

The Canon of Prepotence has its full sway in a Class Index Entry of the Classified Catalogue. For there cannot be two Class Index Entries with the same Heading. This is a result of the

requirement that the artificial ordinal language of class numbers is expected to be so designed that it has no synonyms or homonyms (23). In other words, the Heading of a Class Index Entry individualises the entry. All the potency, in respect of arrangement of entries, of a Class Index Entry is totally concentrated in its Leading Section. Its second section containing the directing words and its third section containing the class number are totally impotent. In finding the position for a Class Index Entry in the Catalogue Cabinet, the Filing Cataloguer need not at all look beyond the Leading Section.

02291 CROSS REFERENCE INDEX ENTRY

The Canon of Prepotence is least respected by the Cross Reference Index Entry—be it in the Classified Catalogue or in the Dictionary Catalogue. For, the Filing Cataloguer must look down to the last word in the last section of such an entry to find the correct position of it in the catalogue cabinet. In other words the potency, in respect of arrangement of entries, is distributed both in the first and the last sections of a Cross Reference Index Entry. The Filing Cataloguer will have to reach the Third Section of the Entry.

023 Canon of Individualisation

023 Canon of Individualisation.—The principle that the name of any entity—be it of a person, a geographical entity, a corporate body, a series, a document, a subject, or a language—used as the Heading of a catalogue entry should be made to denote one and only one entity, by adding to it the necessary and sufficient number of Individualising Elements.

0231 FATAL RESULT OF HOMONYM

Homonym may prove fatal. Tragic results have come out of homonyms. In the epic *Mahabharata* the turning point in the Great War centres round the homonym "Aswathama". It was the name of a General as well as of an elephant on the side of one of

the belligerents. When the elephant was killed, the words "Aswathama killed" were broadcast by the opposite belligerent. The other side took the name "Aswathama" to denote their General. This led to the demoralisation of that side and the ultimate victory of the other.

0232 HOMONYM DEFLECTS AN AUTHOR

Homonym may lead to serious results in a scholar's work. A traditional story, apocryphal though it might be, illustrates it. Sankara, the great philosopher of mediaeval India, wished to write a commentary on the *Sahasranama* (book of thousand names) of Lalita (the Goddess-Principle). He asked his librarian to bring a copy of the *Sahasranama*. But he brought the *Sahasranama* of Vishnu (the God-Principle). According to the tradition, Sankara ultimately saw the vision of Lalita telling him "It is I that took advantage of the homonymous nature of the title mentioned by you, and led your librarian to bring the other *Sahasranama*. Write a commentary on it".

0233 HOMONYM SPOILS BOOK SELECTION

Homonym may lead to ridiculous mistakes. Some years ago, the Board of Studies in English Literature recommended to the Madras University Library the purchase of a book entitled *Life of Johnson*. It had taken it to be a biography of Samuel Johnson, the well-known man of letters. But when the book arrived, it turned out to be the life of dog!

0234 HOMONYM IN INDOLOGY

By S Kuppuswamy Sastri

The following account of the way in which homonym dissipates research-potential into trivial work had been furnished by the late Mahamahopadhyaya Vidya-Vacaspati Professor S Kuppuswamy Sastri, Professor of Sanskrit and Comparative Philology in the Presidency College and Curator of the Government Oriental Manuscripts Library in Madras. It is extracted from a note of his entitled *Authorial polyonymy and homonymy in Sanskrit literature*. This note will be found in full in the first three editions of this book (24).

02341 Authorial Homonymy in Sanskrit Literature

In Sanskrit Literature, there are several instances of Authorial Homonym (the same name coming to be given to different authors).

This phenomenon presents many an interesting problem to the makers and students of Library Science, in their attempt to formulate the rules of library classification and cataloguing, not to speak of the various difficulties which they cause to the modern historians of Sanskrit literature. Homonym comprises all the cases where mainly as a result of the ancient custom of naming persons after their ancestors, gods, goddesses, prophets, saints, distinguished authors, patrons and sometimes rulers, different persons have come to bear the same name. In many of the cases of homonym, it is impossible to discover exactly all the underlying causes. Homonymous parallels are bound to cause even greater trouble and confusion in the sphere of library classification and cataloguing than in the investigation of crimes and settlement of legal claims. Long-standing usage established by reliable evidence is certainly useful to a considerable extent in helping one out of difficulties. It would be certainly worthwhile for any institution intended for the promotion of culture to undertake the preparation of a concordance to Authorial Homonyms in Indian literature; and this would afford ample scope for intelligent, interesting, and useful research for a number of scholars for a number of years.

The following illustrations indicate the nature and complexity of the problems connected with Authorial Homonym. All the names given below are such as are expected to find a place in the classification of Indian literature.

02342 Vyāsa

Vyāsa is one of the most famous names in Sanskrit literature. He is the reputed author of the *Mahābhārata*. Several Purāṇas are attributed to one with the same name. The famous *Bhāṣya* on the *Yoga-sūtras*, called *Vyāsa-bhāṣya*, is also believed to have been written by Vyāsa. Some later writers called Vyāsarāya and Vyāsatīrtha bore the name Vyāsa.

02343 Vālmiki

Vālmiki is the author of the *Rāmāyaṇa*. In later literature, a Tamil poet and a Prākṛita grammarian came to be called Vālmiki. In recent times, Subba Rao, retired Telugu Pandit of the Presidency College, came to be called Āndhra-Vālmiki for his *Telugu Rāmāyaṇa*.

02344 Gautama

Gautama is the author of the *Nyāya-sūtras*. The founder of Buddhism, whose hagiological name is Siddhārtha, is also known by his gotra-name, Gautama. Cataloguers have also to take into account the name Gautama, borne by the author of an ancient Sūtra work of the Dharmaśāstra literature (*Gautama-dharma-sūtrāṇi*).

02345 Bad Errors

In library classification and cataloguing, the various problems connected with authorial homonym should be carefully and successfully tackled. Otherwise, bad errors are likely to vitiate the work of higher research. The following illustration, in this connection, may not be out of place. Aufrecht, on page 46 of his famous catalogue, confounds Ānandatīrtha (=Mādhavācārya = Pūrṇaprajñā) with Ānandagiri (=Ānandajñāna). The former is the well-known Ācārya of the Dvaita School and the latter is the well-known scholiast of the Advaita School. This is an instance in which a homonymous part of two distinct names of two distinct authors has caused trouble.

02346 Inadequacy of Mere Names

This illustration will indicate the nature of the snares and pitfalls in the way of librarians who are engaged in library classification and cataloguing. The difficulties arising in this way from authorial homonymy in Sanskrit literature have to be surmounted necessarily with the co-operation of specialistic scholars in Sanskrit, until a reliable concordance as indicated at the end of Sec 02341, becomes available, for ready reference. One golden rule, however, which a librarian, who is concerned with the classification and cataloguing of any considerable collection of Sanskrit

books, can easily remember and follow is—" *Refuse to be guided by mere names.*" ✓

0235 Dissipation of Research Potential *Satisfactory*

The unresolved homonyms of the past are dissipating much of the research potential among the Indologists of the world today. Surely the time and energy of such eminent scholars could be put to better use, if the bibliographies and catalogues of the past had respected the Canon of Individualisation. Research Potential is also dissipated by the failure of the past to have resolved Homonyms in the titles of books, as and when they appeared.

0236 Safeguard the Future

The directive of the Canon of Individualisation is in the words, "Sufficient is the harm done by neglecting me in the past. Provide safeguards against its recurrence at least in respect of the headings in the entries of the future documents. The safeguard is to resolve homonyms in headings by the addition of extra terms to the names proper. Call them Individualising Elements." One of the main purposes of the plan contained in sections 13231 to 13238 for an International Standard for the Supplement to Author Statement on the back of the title page of a book is to carry out this directive of the Canon of Individualisation. Many of the Rules in the chapters of Part 2 are turned on the prescription of Individualising Elements in the rendering of names in headings of catalogue entries.

024 Canon of Sought-Heading or Canon of Relevance

✓ 0240 Canon of Sought-Heading or Canon of Relevance.—The principle that the decision whether an entry

- ✓ 1 with a particular type of heading, or
- ✓ 2 with a particular choice for that heading, or
- ✓ 3 with a particular rendering of that choice, or

4 whether a particular added entry arising out of it, should be based on the answer to the question; "Is reader or library staff likely to look for a book under the particular type or choice or rendering of heading or under the particular added entry."

0241 FLAIR AND FREEDOM

The answer to this question is a matter of flair. The flair should be based on experience in Reference Service—i.e., in eliciting from readers their requirements, and finding the appropriate documents for them. Induction should be applied to the words usually brought up by readers in looking into the catalogue to choose their documents. The flair should also be based on experience in Book-Selection. Induction should be applied to the types of heading found necessary to help either in filling up gaps in the library collection or in avoiding un-intended duplication. It has to be based further on the obligation of the Reference Section to give a reader alternatives to a document, when the one actually sought is not in at the moment. The alternative may be essentially the same as the one sought. For, the same book might have appeared with a different title and the latter may be in the library. Or, it might have been merged into another book in the library. Or, it might be an extract from some other book, which is on the shelf. Reference Section will also have the obligation to produce to a reader all the documents associated with another document mentioned by him. The apparent freedom given by the Canon of Sought-Heading should be used with great circumspection, care, and judgement.

0242 EFFECT ON CATALOGUE CODE

The design of the Catalogue Code is itself largely guided by the Canon of Sought-Heading. Several of the Rules are determined by it. There are several elements on the title-page and its over-flow. The Canon of Ascertainability is indifferent as to which element can be allowed the claim to become a heading. All that it is concerned with is that no element outside the title-page and its over-flow should be allowed to become the heading of a

main entry or any other specific or general book-entry. It is the business of the Canon of Sought-Heading to admit or reject the claim of any element in the title-page and its over-flow to become a heading. A trivial case of rejection is the claim of the year or the place of publication or of the name of the publisher. Author-heading and subject-heading are the most popular among sought-headings. Collaborator-heading comes next in popularity. Series heading also is sought.

0243. PSEUDO-SERIES AND ITS DISCOVERY

The concept of Pseudo-Series owes its origin practically to the Canon of Sought-Heading. The question "What are the plays of Shakespeare with Variorum Edition?" was asked by a scholar. The catalogue based on the 1934 edition of the *Classified catalogue code* or any other code current in that period, could not give an immediate answer to this question. Similar experiences accumulated through years while doing Reference Service. It was this that led to the concept of Pseudo-Series.

0244. EXTRACT AND ITS DEMAND

A reader may ask for a document. It may have gone out on loan. But an Extract from it may be on the shelf, as a separate document. There is some probability for this Extract to satisfy his want. But he will not be able to look for it under its own heading. Because he may not know of its existence. Therefore, when he looks for the original book under its own heading which he knows, he will be helped if there is a note in its entry with the information "*a portion printed as*" followed by the heading etc. of each of the extracts from it, owned by the library. Vice versa, the reader may know only of the Extract. A note in its entry saying "Extract from . . ." will help him to think of the original. It may be of use to him. He might not at all have thought of the original. But this note will make him seek it. (This service should be done by the catalogue according to the Canon of Sought-Heading.)

0245. MERGER BOOK AND ITS DEMAND

Again, it was only in 1953 that the phenomenon of two or more books appearing merged into one book, at a later time, came

themselves re-enunciated. However, it is the crudeness of the Chain Procedure, invented in 1938, that was responsible for the formulation of the Canon of Sought-Heading in 1952.

024D APPLICATION TO DICTIONARY CATALOGUE

During my visit to London in June 1954 for consultation with colleagues in the profession, A J Wells, the Editor of the *British national bibliography*, brought an important experience to notice. While the subject-heading got by the Rules of Chain Procedure did its work well in the Classified Catalogue, it did not produce the desired result in the Dictionary Catalogue. The discussion of this subject took a fruitful turn as soon as the Canon of Sought-Heading was consciously taken as guide. (Sec Chap 3D.)

025 Canon of Context

0250 Canon of Context.—The principle that the Rules of a Catalogue Code should be formulated in the context of:—

- ✓ 1 The nature of the cataloguing features of the book, prevalent in the mode of book production; ✓
 - ✓ 2 The nature of the organisation of libraries prevalent in regard to the mode and quality of library service: and
 - ✓ 3 The coming into existence of published bibliographies, and particularly bibliographical periodicals; and
- that the rules should be amended from time to time to keep step with changes in the Context.

0251 WEIGHTAGE TO PHYSICAL ATTRIBUTES

When manuscripts were loosely assembled sheets, not firmly bound, a detailed description of size, collation, and even peculiarities of individual leaves was necessary in catalogue entry. To

add to this, each copy of a book was virtually unique. It was often a rarity. It was property. Each entry in a catalogue was therefore over-weighted with details of physical bibliography. This was true as much with Manuscript as with Incunabula. They are of immense help in historical bibliography. For a long time, after the invention of printing—even long after the Incunabula Period—these practices prevailed in some measure. This mental set of the cataloguers of pre-printing days and of Incunabula days continued even for ages after the context had changed. Cutter (26) saw the continuance of this mental set even down to the last quarter of the nineteenth century. He called it "full" cataloguing. He recommended "short" cataloguing for Service-Libraries. This recommendation was opportune; and it was readily accepted by the progressive members of the profession. Because the great increase in the annual output of printed books and even in the annual accession in many a library made "full" too costly for practice. The Canon of Context gave weight to this change in context. It supported the Law of Parsimony. And Cataloguing Code was modified. The jurisdiction of the old Code was confined to the relatively few catalogues and lists obliged to give bibliographical description.

✓ 0252 BACK-LOG OF INCUNABULA AGE

However, the back-log of the old mental set let go the retention of collation, name of publisher, name of the place of publication, and price in library catalogue. So long as library organisation put a physical barrier between reader and library collection, collation served a useful purpose. For, a reader naturally wanted to know the size of a book before applying for it. Canon of Relevance voted for its retention in the then prevailing context. Publisher's name too was somewhat helpful in evaluating a book without seeing it. ✓ But the place of publication and price were hardly relevant to the needs of either the reader or of the staff. Publisher's catalogue gave this information. The staff had an additional source in the accession register. These details are necessary in catalogues of publishers and book-sellers, the accession register and certain other forms of bibliography such as a National

Bibliography. But they are not necessary in the library catalogue of a Service-Library. In the long run, they may even amount to wrong information. In spite of this, the back-log of an earlier context is still persisting in practice, unmindful of the Canon of Context. This back-log of the Incunabula Age should not be allowed today to enter the catalogue of any Service-Library. The Catalogue of a National Central Library, serving also as the National Bibliography, is the only library catalogue where such details should be continued.

0253 CONTEXT OF OPEN ACCESS

✓ A further change has now occurred in the context. This change lies in the domain of the organisation of a library. It is the introduction of Open Access System. Now the barrier between the reader and the book collection has been removed except in the case of pamphlets, weakly-built books, and rare or costly books. These form only a fraction of the collection of a Service-Library. A book within direct access to reader does not need the mention of its format, collation etc., in its catalogue entry. The Canon of Context recommends that the catalogue should indicate a pamphlet by a simple device like underlining the book number; it may indicate an over-size book by over-lining the book number and so on; for, books of these kinds are not given open access. The implication of the Canon of Context is that, in the entries of any book, other than those to which open access cannot be given, all items, other than name(s) of author(s), title with puff omitted, note giving series or certain other peculiarities prescribed by the Canon of Sought-Heading, call number, and accession number, should be omitted from the main entry of the catalogue of a Service-Library. The Classified Catalogue Code was one of the first codes to cut out items other than the above, quite ruthlessly in a library catalogue. It may however be added that if centrally-printed catalogue card is used, the Unit Card System may come into force. It will be printed by the National Central Library. It will be a reprint from the Main Entry of the National Bibliography. Therefore, it will have to be allowed to have all the bibliographical details needed in the National Bibliography.

For, it is cheaper to use the same card both for the National Central Library and for a Service-Library.

The Context of Open Access will also reduce annotation to catalogue entries to a minimum, and perhaps even eliminate it.

0254 EXPECTATION OF LIFE OF A BOOK

✓To-day the demand for simplification is reinforced by another factor in the Context. ✓Books are plentiful and cheap. ✓Only a small percentage have permanent value. Thus, the preciousness of books as permanent possession has diminished considerably. Further, Democracy circulates the library copy of a book through many hands. Therefore, books perish rapidly by legitimate use. We have begun to realise that a book is a mortal, though the work embodied in it may be immortal. Except in a comparatively small percentage of books which form the classics of permanent value, even the thought-content of a work is soon out-moded. And in the case of some works, the thought-content becomes even quite wrong in course of time. A copy of a book embodying such out-moded and wrong thought-content may be necessary in a few libraries, in order to serve the interest of historical and antiquarian research. Perhaps, it should be sufficient to have copies of such out-moded works in one dormitory library in each country or in each constituent State, or in a few regions of each country. In a Service-Library, such books are not only a burden, but they may even be a social danger. Because, the lower intellectual strata in a democracy may not be able to sense the erroneousness of the information or the knowledge given in such books. I usually high-light this new element in the Context by the provocative statement: "The expectation of life of a modern book is only ten years. A Service-Library hoarding books, over ten years old, is punishable for one or other of two reasons. Either it has neglected to circulate the book properly as is evident from its being not worn out sufficiently and reduced to pulp by legitimate use to make its being weeded out a necessity; or it is retaining a book embodying out-of-date knowledge and exposing it to use by the public. Either of these is a social danger. If the work as well as the book embodying it are of fleeting value, there is no harm in weeding the

book out in ten years. If the work is immortal and its body perishes by actual use, one will have to withdraw it in ten years and replace it by a fresh copy; moreover, its very lasting value will enable it to come again in a new embodiment. In that case, it is wiser to replace it by a later edition." We can generally grant that the span of life of a book of to-day is limited, even though the work embodied in it may have unlimited span of life. This context makes one scrutinise severely the cost of cataloguing. It calls for simplification of catalogue entry. A revision of Catalogue Code becomes necessary.

0255 NEW DEMAND IN LITERATURE-SEARCH

Intensification and extension of research activity in the community creates new demands on the catalogue. Over-all economy in the man-power of a nation calls for a new division of labour. There should be no dissipation of research-potential. For this, a new division of labour is necessary among the intellectuals. In this new division of labour, the library profession should relieve the other professions of the task of literature-search. The librarian should become a partner in every research organisation. Moreover, the tremendous turbulence in the universe of knowledge of to-day throws a heavy burden on the library profession engaged in literature-search. The search, moreover, has to be expeditious. To discharge this new function, the library profession has to throw a new burden on the library catalogue. Subject-analyticals have to be multiplied, in order to bring to the notice of the reader even micro thought embodied in articles in periodicals and in portions of books, in the measure of his interest in them. Many libraries have begun to practise this—particularly research, industrial, commercial, and governmental libraries, and even public libraries.

0256 EFFECT OF INTERNATIONAL BIBLIOGRAPHY

Another change has come in the context. It has been brought about by the pressure of the economics of cataloguing service. There is much unfavourable disproportion between the cost of subject-analyticals and the extent of their use. However, the social value of even limited use is immense. A reconciliation of these

two conflicting findings should be found. It has been found. It is the publication of subject bibliographies as an international project. ✓ This change in the Context does make the Catalogue Code add a directive that subject-analyticals should not be attempted wholesale by a Library Catalogue in the fields of knowledge provided with international bibliographies.

✓ 0257 EFFECT OF NATIONAL DOCUMENTATION

But there is an unavoidable time-lag, between the appearance of a document and its mention in international bibliography. This is unavoidable on account of the problems created by the space to be covered and by the needs of processing. During the interval of this time-lag, a Service-Library cannot fail or fumble about in its literature-search. The failure here is particularly anti-social. Because, it is nascent micro thought that counts in research. Here again, the pressure of the economics of cataloguing comes into play. This pressure too has been removed by a new development coming into vogue just at this time. ✓ A temporary "documentation list" is being published by a nation. For this purpose, nation after nation has begun to establish a National Documentation Centre. It scans all the periodicals produced in the country or taken into the country. It classifies the articles. It publishes a classified list of them week by week. The context changes with its establishment. ✓ The Canon of Context is sensitive to this change. It tells individual Service-Libraries "Don't attempt subject-analyticals in duplication of entries in national documentation lists." It also tells the National Documentation Centre, "Remember that your documentation list is only for temporary use. It will soon be replaced by the fully comprehensive international bibliographies in the diverse subjects. Don't waste your resources in making your documentation list exhaustive. Know what work is in progress in your country. ✓ Include, in your documentation list, only the titles justified by this Context."

0258 OTHER CHANGES IN CONTEXT

The world of books is not static. Context is ever-changing. Nature of book changes. Make up of title-page

changes. Nature of readers changes. Out-look of library service changes. Extent of national and international co-operation changes. The Canon of Context demands that cataloguing practice should also change. For this purpose, it demands that Catalogue Code too should change in consonance with the change in the other factors. When the standard for Supplement to Author-Statement, recommended in sections 13231 to 13238 comes into vogue, many of the Rules in the current Catalogue Codes, in regard to the rendering of names of authors, will have to be omitted. Probably about 60 pages of this code will be replaced by a Rule of a few lines. (See Rule 21). Several others will have to be changed. New ones will have to be added.

The refrain of the Canon of Context in its application to library catalogue and to Library Catalogue Code is:

Ever becoming, ever new.

नबो नबो भवति जायमानः ।

026 Canon of Permanence

0260 Canon of Permanence.—The principle that no element in an entry, the heading in particular, should be subjected to change by the Rules of a Catalogue Code, except when the Rules themselves are changed in response to the Canon of Context.

The Canon of Permanence and the Canon of Ascertainability work in unison. Alternative names are left to the care of Cross Reference Index Entries. Change of name of a person or of a corporate body is not allowed to ask for a change in the Heading of any entry of any book published under the old name. The Classified Catalogue Code has framed its Rules on the cataloguing of periodical publications, for the first time, in such a way that the Canon of Permanence in cataloguing and the Canon for Filiatory Sequence (27) in classification are both respected simultaneously.

027 Canon of Currency

0270 Canon of Currency.—The principle that the term used to denote a subject in a Class Index Entry of a Classified Catalogue and in a Subject entry of a Dictionary Catalogue should be the one in current usage.

0271 CONFLICT OF CANONS

Name of subject keeps changing with time. Unless the current name is used in the heading, readers cannot benefit by it. To satisfy this Canon, the headings of class index entries and of subject entries should be changed as and when a new name stabilises itself. This leads inevitably to a violation of the Canon of Permanence. This conflict between the two Canons is resolved by a partition of the field of sway. The Canon of Currency has sway only over Class Index Heading in Classified Catalogue and over Subject-Heading in Dictionary Catalogue. The Canon of Permanence has sway only over Name-Heading other than Subject-Heading. It has sway only in a heading made of name of person, geographical entity or corporate body.

0272 DILEMMA

The Canon of Currency has to face a dilemma. The question is, "Current among whom?" For, two different terms may be current at the same time among specialists and non-specialists to denote one and the same subject. The first belongs to the special terminology built up by the specialists themselves. The second belongs to the natural language spoken by the common man. The general tendency is to prefer the term in natural language. This preference often leads to a multi-worded term in natural language in preference to a single-worded term in specialist language, e.g., "Child, Medicine" in preference to "Pediatrics". In spite of the increase in the number of words to be used, natural language is preferred. This is due to the pressure of the Second Law of Library Science (28). According to it, a specialist reader knows the common name

as well as the technical name of a subject. The non-specialist reader knows only the common name; he does not know the technical name. Moreover, the specialist has a highly organised personality; he has greater intellectual awareness and agility. If he does not find a technical name in the headings, he will look up its popular equivalent. It is not so with the common reader. Therefore, to serve every reader without exception, common name should be preferred to special terminology, in subject heading. This is the joint finding of the Canon of Currency and the Second Law of Library Science as a helpful way of getting out of the dilemma.

028 Canon of Consistence

0280 Canon of Consistence.—The principle that

1 The rules of a Catalogue Code should provide for all the added entries of a document to be consistent with its main entry; and

✓2 The entries of all documents should be consistent with one another in certain essentials, such as choice, rendering, and style of writing the heading and the other sections.

The Canon of Consistence does insist that the main entry of all documents should be of the same species. For example, in a Dictionary Catalogue the main entry should be an author entry in all cases. It should not be a subject entry.

0291 Canon of Purity

02910 Canon of Purity.—The principle that the Rules of a Catalogue Code

1 should not make one species of entry serve the purpose of another; and

2 should not prescribe for the heading of one and the same entry main heading and sub-heading of different species, such as author heading and subject heading.

This canon is violated by some of the Rules of the Anglo-American Code as shown in the *Headings and canons* (29).

CHAPTER 03

NORMATIVE PRINCIPLES

031 Laws of Library Science

- 0311 **First Law:**—Books are for use.
0312 **Second Law:**—Every Reader His Book.
0313 **Third Law:**—Every Book Its Reader.
0314 **Fourth Law:**—Save the Time of the Reader.
03141 **Corrollary to the Fourth Law:**—Save the Time of the Staff.
0315 **Fifth Law:**—Library is a Growing Organism.

0316 FUNDAMENTAL LAWS

These Five Laws of Library Science were first formulated in Madras in 1928. They were first published in a book (30) along with an exposition of their implications in 1931.

These Laws are the Fundamental Laws of Library Science. These form the Normative Principles which contain in a latent form all the library practices current at any time and to be evolved at a later time. A new chapter in its second edition (31) published in (1957) shows how some of its implications, not current in library practice a quarter of a century ago, have now become current to suit the boundary conditions of Library Service set up by the pressure of the social concepts of to-day. In particular, the term "Book" should be generalised in the present-day context to mean a "Document" as defined and elaborated in the Rules of Chapter 13.

0317 FINAL COURT OF APPEAL

The Canons of Cataloguing given in Chapter 02 are all implications of the Five Laws, specific to the sphere of cataloguing.

If any conflict arises between the Canons, it is resolved by an appeal to the Five Laws. If a cataloguing problem exceeds the capacity of the Canons, an appeal is made to the Five Laws to suggest a solution. But we do not invoke the Five Laws on the occasions in which the Canons can manage the situation. The Five Laws are like the Head of a State, in whose name and on whose authority, every government action is done by the ministers and the secretaries, without his explicit and immediate intervention. The Five Laws are like Lord Narayana, resting in his flowery float on the Ocean of Milk,—ever-watchful and ever-alert, but abstaining from visible intervention except when the laws of the universe are over-powered by the happenings in the universe not anticipated by them.

0318 AGENCY FOR COMPROMISE

It occasionally happens that the Canons of Cataloguing come into conflict with certain general Normative Principles, such as those given in the later sections of this chapter. On such occasions, a compromise is effected in the light, and with the aid, of the Five Laws of Library Science.

032 Laws of Interpretation

0320 Laws of Interpretation.—The well-known principles of interpretation, such as the 1,008 principles of interpretation listed in the *Nyaya-kosa* (32).

0321 APPLICATION TO CATALOGUE CODE

These principles have been evolved to a remarkable extent by the philosophers of the Purva-Mimamsa and the Nyaya Schools of Indian philosophy. In law too, such principles are applied necessarily. A Catalogue Code is like a legal document. Any Rule in it should be interpreted like a legal text. For example, there may be conflict between one Rule and another. In actual application, the conflict should be resolved with the aid of the Laws of Interpretation. A new cataloguing problem created by a document may have to be met by a proper interpretation of the Rules in the Catalogue Code. Periodically, the Rules should be amended in the light of experience, so as to remove conflicts or

at least to reduce them to a minimum, if they could not be totally removed. It is the application of the Laws of Interpretation that led to a revision of the definition of Composite Book and to the concept of Pseudo-Series. One of the Laws of Interpretation is called "Lost-horse, Burnt-chariot" Principle. Its application in the field of classification occurs in the article *Classification of allusion books* (33).

0322 RESOLUTION OF CONFLICT

There is often conflict between the Law of Parsimony, the Laws of Library Science, and the Canons of Cataloguing. The conflict has to be removed quite often with the aid of the Laws of Interpretation. One of the Laws of Interpretation, for example, is this: The claim of the normative principles special to the business on hand—cataloguing, in this case—should be given greater weightage than a normative principle of general application—say, a Law of Library Science. Conflict may arise between one Law of Library Science and another in framing a particular Rule in Catalogue Code. The Fifth Law—Library is a Growing Organism—often sides the Law of Parsimony and gets into conflict with the other Laws of Library Science. In such a case, the principle of "the later the law, the greater its weightage" is applied. If possible, a compromise has to be arrived at in every such case of conflict.

0323 A SUBJECT FOR THESIS

It has been an unfulfilled ambition to scrutinise the entire Classified Catalogue Code from the angle of the Laws of Interpretation. My friend Mahamahopadhyaya Professor S Kuppuswamy Sastry was an eminent specialist in the subject. He and myself had intended to take up such a scrutiny of the Classified Catalogue Code, after both of us would retire from the salary-earning stage of life. But, alas, he died before I could retire. I then sought to do the work in collaboration with a student of his. But it did not mature. The application of the Laws of Interpretation to the Classified Catalogue Code will be an eminent subject for investigation by an aspirant to a Doctorate in Library Science.

033 Law of Impartiality

0330 Law of Impartiality.—The principle that between two or more claimants, say for use as heading, the preference of any one should be made only on sufficient grounds, and not arbitrarily.

For example, in the case of joint authorship, the Law of Impartiality would recommend equal right to the names of all the authors for choice as heading.

034 Law of Parsimony

0340 Law of Parsimony.—The principle that between two or more possible alternative rules bearing on a particular phenomenon, the one, leading to overall economy of man-power, material, money, and time considered together with proper weightage, is to be preferred.

0341 SOBERING THE CHAIN PROCEDURE

The sobering effect of the Law of Parsimony on the Chain Procedure has been described in section 02471.

0342 PRUNING ACCORDING TO CONTEXT

The Alternative-Name Entries, the special notes in the Main Entry and their Associated Added Entries, the Subject-Analyticals and the Class Index Entries in a Classified Catalogue and see also Subject Entries in a Dictionary Catalogue promoted by the Canon of Sought-Heading, may swell to disproportionate dimensions, unless the answer to the question, "Is it truly a Sought-Entry?" is considered with great care. The Law of Parsimony would ask for considerable pruning. This pruning can be done to an appreciable extent with the aid of the Canon of Context explained in Rule 025 and its commentaries.

0343 PRINTED vs WRITTEN CARD

The Law of Parsimony would make a fundamental difference in the Rules about Specific Added Entries, according as the catalogue card is printed or typed (or hand-written). In the former case, it would recommend the Unit-Card-System. In this, a copy of the Main Entry Card itself would be used as any Specific Added Entry Card, by merely inserting in the Leading Section the heading of the Added Entry. For this purpose, the first line of the printed card should be left vacant. On the other hand, if the catalogue card is typed or hand-written, the Law of Parsimony would recommend a Multiple-Card-System. In this, each Added Entry would be the minimum necessary to satisfy the Canon of Relevance. To achieve this, the Law of Parsimony would allow a number of additional Rules in the Catalogue Code to take care of the different kinds of Added Entries. Such additional Rules for Specific Added Entries would prescribe omissions of Series Note and Accession Number, shortening of Title, and shortening of every other category not acting as a link between a Specific Added Entry and its Main Entry. For example, in the Classified Catalogue, Rules would provide for the omission, in the Second Section of a Specific Added Entry, of the Individualising Elements added to the Author's Name in the Heading of the Main Entry.

035 Principle of Local Variation

0350 Principle of Local Variation.—The principle that

- 1 the International Catalogue Code should mark out the factors to be left to the care of each National Catalogue Code;

- 2 a National Catalogue Code should mark out the factors to be left to the care of each Linguistic Catalogue Code in a multi-lingual country like India;

- 3 a National Catalogue Code or a Linguistic Catalogue Code, as the case may be, should mark out

2421 If the Individualising Element prescribed in Rule 242 and/or the presence of the name of a place or of a person as an integral part of the name of the Institution does not completely resolve the Homonym, the Year of Foundation of the Institution is to be used as a Second Individualising Element.

Examples:—

- 1 CINCINNATI MEDICAL SOCIETY (1819).
- 2 CINCINNATI MEDICAL SOCIETY (1837).
- 3 CINCINNATI MEDICAL SOCIETY (1851).
- 4 STATE AGRICULTURAL SOCIETY (South Carolina) (1839).
- 5 STATE AGRICULTURAL SOCIETY (South Carolina) (1855).

243 The Rendering of the name of an Organ of an Institution is to be made on the analogy of the Rules 232 to 237.

244 The summary in Sections 146 will be of use in determining whether the name of an Institution is to be rendered as if it were an Organ of a Parent Body or as an Independent Corporate Body. That summary covers Institutions related to other Corporated Bodies as Affiliated, or Branch or in any other way.

245 Change in the name of an Institution is looked after by the Canon of Ascertainability and the Rules on Cross Reference Index Entry.

✓ CHAPTER 25

CONFERENCE

✓ 251 The rendering of the name of a Conference is to be on the analogy of the Rules of Chapter 24 and in accordance with the following additional Rules.

252 The name(s) of the place(s) of a Conference and its year are to be added as Individualising Elements to the name of a Conference which is not held periodically.

A periodical conference is to be catalogued in accordance with the Rules for a Periodical Publication given in Part 7.

Examples:—

- 1 BESANT MEMORIAL MEETING (Madras) (1933).
- 2 CONFERENCE OF ORIENTALISTS (Simla) (1911).
- 3 INTERNATIONAL PEACE CONFERENCE (The Hague) (1899).
- 4 POLITICAL SUFFERER'S CONFERENCE (Gauhati) (1933).
- 5 TAMIL BOOK-LOVERS CONFERENCE (Madras) (1933).

✓ 253 The name of the place of a Diplomatic Conference is to be prefixed to the name of the Conference not held periodically, so as to form a word-group, if it is not already in the name of the Conference; and the year(s) of the Conference is (are) to be added as Individualising Element.

Examples:—

- 1 GENEVA SUMMIT CONFERENCE (1956).
- 2 PARIS PEACE CONFERENCE (1919).
- 3 VIENNA CONGRESS (1814-1815).

2421 If the Individualising Element prescribed in Rule 242 and/or the presence of the name of a place or of a person as an integral part of the name of the Institution does not completely resolve the Homonymy, the Year of Foundation of the Institution is to be used as a Second Individualising Element.

Examples:—

- 1 CINCINNATI MEDICAL SOCIETY (1819).
- 2 CINCINNATI MEDICAL SOCIETY (1837).
- 3 CINCINNATI MEDICAL SOCIETY (1851).
- 4 STATE AGRICULTURAL SOCIETY (South Carolina) (1839).
- 5 STATE AGRICULTURAL SOCIETY (South Carolina) (1855).

243 The Rendering of the name of an Organ of an Institution is to be made on the analogy of the Rules 232 to 237.

244 The summary in Sections 146 will be of use in determining whether the name of an Institution is to be rendered as if it were an Organ of a Parent Body or as an Independent Corporate Body. That summary covers Institutions related to other Corporated Bodies as Affiliated, or Branch or in any other way.

245 Change in the name of an Institution is looked after by the Canon of Ascertainability and the Rules on Cross Reference Index Entry.

✓ CHAPTER 25

CONFERENCE

✓ 251 The rendering of the name of a Conference is to be on the analogy of the Rules of Chapter 24 and in accordance with the following additional Rules.

252 The name(s) of the place(s) of a Conference and its year are to be added as Individualising Elements to the name of a Conference which is not held periodically.

A periodical conference is to be catalogued in accordance with the Rules for a Periodical Publication given in Part 7.

Examples:—

- 1 BESANT MEMORIAL MEETING (Madras) (1933).
- 2 CONFERENCE OF ORIENTALISTS (Simla) (1911).
- 3 INTERNATIONAL PEACE CONFERENCE (The Hague) (1899).
- 4 POLITICAL SUFFERER'S CONFERENCE (Gauhati) (1933).
- 5 TAMIL BOOK-LOVERS CONFERENCE (Madras) (1933).

✓ 253 The name of the place of a Diplomatic Conference is to be prefixed to the name of the Conference not held periodically, so as to form a word-group, if it is not already in the name of the Conference; and the year(s) of the Conference is (are) to be added as Individualising Element.

Examples:—

- 1 GENEVA SUMMIT CONFERENCE (1956).
- 2 PARIS PEACE CONFERENCE (1919).
- 3 VIENNA CONGRESS (1814-1815).

The *Anglo-American code* would reproduce in the Title Section all the above items except "1" and "8" and indicate the omission of even these by "...". This is largely traceable to the influence of the full bibliographical description, referred to in the commentary on Rule 510. A slightly greater divergence from the bibliographical ideal is to omit "4" also and indicate its omission by "...". A further simplification is to omit also the names of writers of subsidiary parts of the book, unless the subsidiary portion covered by it is particularly important.

But except in *incunabula* and other books of exceptional rarity or oddity, this superstitious veneration of the title-page and the halting and partial deviation from the tradition of descriptive bibliography must give place to a bold assertion of the cataloguer's independence of the rule for descriptive bibliography. If the purpose of a library catalogue is borne in mind, it is bound to be conceded that, other things being equal, that title-portion is best which can be taken at a glance. With this in view and in view of what has been said about "9" in Rule 5104, this code would confer the right of contribution to the Title Section on "3", "5" and "6" only. It would throw off the yoke of bibliographical tyranny by refusing, further, to indicate the omissions of the other parts, by dots or in any other way.

5131 TITLE

5131 The first part of the first sentence is to be in accordance with the Rules of Chap 26.

5132 COLLABORATORS

5132 Subject to the subdivisions of this Rule, the second part of the first sentence is to be a transcription or transliteration as the case may be, of that part of the title-page which gives the information mentioned in category '2' of Rule 513.

Only the Pure Name (See Rule 1844) of each collaborator is to be given. There should be no permutation of the words in the name.

513201 In the case of a translation, the edition or other specification of the original, if any, is not to be ignored.

51321 The names, which occur in this part of the title-page but have been used to contribute to the Heading, are to be ignored.

Examples:—

146 (a) 113N30

SCHNEIDER (Georg) (1876).

Handbuch der Bibliographie. Ausg 4.

62168

147 A.56fKvN3 N12

ROYAL SOCIETY OF LONDON.

Record. Ed 3.

15449

In this book, the title-page reads,

“The record | of | the Royal Society | of London | third edition | entirely revised and enlarged.”

The Heading is supplied by the cataloguer and the words in the last line are ignored.

148 Av5.G5 N27

HASKINS (Charles Homer) (1870).

Studies in the history of mediaeval science. Ed 2.

59915

In this example, the official position of the author, though mentioned on the title-page, has been ignored.

149 B 122N14

ZÖRETTI (Ludovic) (1880).

Leçons de mathematiques generales etc.

13617

In this case, the designation of the author, viz, “Profcsseur a la faculte des sciences de Caen”, given on the title-page, has been ignored. Further, the words “avec une preface de P. Appell” have been replaced by “etc” as the preface is not of great importance.

his private capacity. For example, in the case of the *War message* read by President Wilson before a joint session of the Senate and the House of Representatives on 2 April 1917, the Heading is to be

UNITED STATES OF AMERICA, PRESIDENT (Wilson).

But, in the case of the book *George Washington* written by Woodrow Wilson, the Heading is to be simply

WILSON (Woodrow).

See Section 142.

Subordinate Court of Law

235 If two or more Courts of Law of the same Government have similar names, the Individualising Element for resolving the Homonym is to be in sequence of preference, a term denoting either

- 1 The Area of Jurisdiction; or
- 2 The Headquarters; or
- 3 Any other necessary and sufficient attribute.

Examples:—

- 1 GREAT BRITAIN, COUNTY COURT (Yorkshire).
- 2 MADRAS, DISTRICT COURT (Coimbatore).
- 3 MADRAS, DISTRICT COURT (Salem).
- 4 MADRAS, DISTRICT MAGISTRATE'S COURT (Salem).
- 5 MADRAS, DISTRICT MUNSIF'S COURT (Salem) (Taluk).
- 6 MADRAS, HONORARY MAGISTRATE'S COURT (Kumbakonam) (Town).
- 7 MADRAS, HONORARY MAGISTRATE'S COURT (Salem) (Town).
- 8 UNITED STATES OF AMERICA, CIRCUIT COURT OF APPEALS, (Third Circuit).
- 9 UNITED STATES OF AMERICA, DISTRICT COURT (Alaska).

Administrative Department

236 The Entry Element in the name of an Administrative Department of a Government is to be the Word or the Word-Group denoting its sphere of Work.

23601 It should if possible be reduced to a noun form in the nominative case.

23602 The other words in the name of the Administrative Department are to be deemed to be **Secondary Element**.

23603 If the Entry Element had occurred in any position other than the first in the name of the Administrative Department, its place should be indicated by a dash among the words of the Secondary Element.

Examples:—

- 1 GREAT BRITAIN, EDUCATION (Ministry of—).
- 2 GREAT BRITAIN, SCOTTISH EDUCATION (Department). ✕
- 3 INDIA, FINANCE (Ministry of—).
- 4 INDIA, LABOUR AND EMPLOYMENT (Ministry of—).
- 5 MADRAS, INSTRUCTION (Department of Public—). ✕
- 6 MADRAS (City), EDUCATION (Department of—).
- 7 NEW YORK, EXCISE (Department of—).
- 8 NEW YORK, County, EXCISE (Department of—).
- 9 UNITED STATES OF AMERICA, EDUCATION (Bureau of—).

✓2361 If an Administrative Department of a Government has no special name the Designation of its Officer is to be used as its name.

See examples 1, 2, and 3 under Rule 2362.

2362 If two or more Administrative Departments of the same Government have similar names, the Individualising Element for resolving the Homonym is to be an appropriate term denoting either

- 1 Its area of jurisdiction; or
- 2 Its function; or
- 3 Its headquarters; or
- 4 Any other necessary and sufficient attribute.

51423 ALTERNATIVE NAMES of SERIES

51423 If a series has alternative names, the names are to be written one after the other, with an intervening "or".

Example:—

190 O15,1D40,3 N31

KALIDASA.

Meghaduta, with three commentaries, the Sanjivini by Mallinatha, Charitravardhini by Charitra Vardhanacharya, and Bhavaprabodhini by Narayan Sastri Khiste ed by Narayan Sastri Khiste.

(Kashi Sanskrit series or Haridās Sanskrit granthamālā, 88; kavya section, 14).

72098

5143 Extract Note

RENDERING

5143 An Extract Note is to consist successively of

- 1 the descriptive words "*Extract from*" or "*Supplement to*", as the case may be or other appropriate ones; and
- 2 the specification of the work from which it is an extract.

It is to be remembered that a Note of this Kind is to be set within inverted commas.

51431 If the extract is from a Periodical Publication, the specification is to consist successively of

- 1 The name of the Periodical Publication;
- 2 A comma; and
- 3 The term "V"; and
- 4 The number or the year or both of the volume of the Periodical Publication, the

number and the year being separated by a semi colon,
or any other appropriate specification of the locus.

Example:—

191 2.7362d N21

SWANTON (W I) (1869), *Comp.*

Libraries in the District of Columbia etc.

(Reprints and circular series of the National Research Council, 20).

"*Extract from Special libraries, V 12; 1921*"

54855

This is a case in which the book is an extract from a periodical and at the same time forms a volume of a series. Hence, there are two independent notes; firstly the Series Note and secondly the Extract Note.

51432 If the extract is from a book, the specification is to consist successively of

- 1 The Heading of that book;
- 2 A colon;
- 3 The short title of that book the first word of the title beginning with capital letter;
- 4 A fullstop; and
- 5 If possible and necessary, the parts, chapters or pages of the book from which it is extracted.

provided that 2 and 3 are to be omitted if the Heading is the Title.

Example:—

192 2:(Z44) qN57

RANGANATHAN (Shiyali Ramamrita) (1892).

Union library act.

"*Extract from Ranganathan (Shiyali Ramamrita) (1892): Five laws of library science. Section 43*"

40003

5144 Change of Name Note

RENDERING

5144 A Change of Name Note is to consist successively of

- 1 The directing words like "*Published previously as*" or "*Published later as*" or "*Published in U S A as*" as the case may be; and
- 2 the other title(s) under which it has appeared, the successive titles, if there be more than one, being put in separate paragraphs.

It is to be remembered that a Note of this Kind is to be put within inverted commas.

Example:—

193 Y31:1:7.44.N3 N29

BRAYNE (Frank Lugard) (1882).

Remaking of village India.

"*Published previously as*
village uplift in India".

54137

51441 If the book has different earlier as well as different later names, the Change of Name Note is to consist of two notes, one for the earlier names and another for the later ones.

5145 EXTRACTION NOTE

5145 An Extraction Note is to consist successively of

- 1 The directing words "*For extract see*" and
- 2 The Call Numbers of the Extracts written in separate paragraphs.

It is to be remembered that a Note of this Kind is to be put within inverted commas.

Example:—

194 2 N87

RANGANATHAN (Shiyali Ramamrita) (1892).

Five laws of library science. Ed 2.

(Madras Library Association, publication series, 23).

"For extracts see 2: (Z44) qN57 2.1.N3 N57"

66519

5146 NOTE FOR OTHER KINDS OF RELATED BOOKS

5146 The Note for other Kinds of Related Books is to consist successively of

- 1 An appropriate phrase indicating the nature of the association like "For an associated book on theory", "For an associated book on practice materials", "For an associated book of maps", "For a criticism of this book", "For the book criticised", "For an abridgment", "For a merger book", "For merged books", etc.;
- 2 The directing word "*see*"; and
- 3 The Call Number of the Associated Book.

Examples:—

195 V1-56.N3 N34

ANDERSON () () and

MARSDEN () ().

Short history of the British Empire.

"For an associated book on teaching technique see T:3,(V1-56) N35"

39563

- 196 T:3,(V1-56) N35
 WREN (P C) (1885).
 Teachers' handbook to Anderson and Marsden's Short history of the British Empire.
 "For an associated book on practice material see V1-56.N3 N34"
 39564
-
- 197 C N38
 BLACK (Newton Henry) (1874) and DAVIS (Harvey Nathaniel) (1881).
 Elementary practical physics.
 "For an associated book on experiment see C:d N38"
 39565
- 198 C:d N38
 BLACK (Newton Henry) (1874).
 Laboratory experiments in elementary physics: To accompany Black and Davis's Elementary practical physics.
 "For an associated book on theory see C N38"
 39566
-
- 199 V44.N5 N44
 NICHOLS (Beverley) (1898).
 Verdict on India.
 "For a criticism of this book see V44.N5 N44:g"
 39567
- 200 V44.N5 N44:g
 JOG (N G) ().
 Judge or Judas?
 "For the book criticised see V44.N5 N44"
 39568
-
- 201 O-2J64w N33
 WILLIAMS (Charles) (1886).
 Short life of Shakespeare with the sources.
 Abridged from O-2J64w N30.1 to N30.2.
 42342
- 202 O-2J64w N30.1 to N30.2
 CHAMBERS (Edmund Kerchiver) (1866).
 William Shakespeare: A study of facts and problems.
 For Abridgement see
 O-2J64w N33
 21162

203 X.436.N5 N53

BOEK (J H).

Economics and economic policy of dual societies as exemplified by Indonesia.

"For Merged Books *see*

X.436.N5 N42

X.436.N5 N46 "

180943

204 X.436.N5 N42

BOEK (J H).

Structure of the Netherlands Indian economy.

"For the Merger Book *see*

X.436.N5 N53 "

205392

205 X.436.N5 N46

BOEK (J H).

Solutions of the Netherlands Indies economy.

"For the Merger Book *see*

X.436.N5 N53 "

2537452

515 Accession Number

515 The Accession Number is to be taken from the back of the title page. It would have been assigned by the accessioner.

See Rules 0735, 0736, 0745, and 078 for the place and style of writing.

✓ 516 Tracing Section

516 The back of the Main Entry card is to furnish information as to what additional entries have been made for the book, *viz*,

- 1 Cross Reference Entry;
- 2 Class Index Entry;
- 3 Book Index Entry; and
- 4 Cross Reference Index Entry.

51601 The back of the Main Entry card is to be imagined to be divided into two halves by a line drawn parallel to its shorter sides. The two halves are to be called the Left Half and the Right Half respectively.

51602 The Right Half is to be imagined to be divided into three convenient parts by two imaginary lines drawn at convenient distances parallel to the longer sides of the card. The parts are to be called the Upper Part, the Middle Part and the Lower Part.

5161 One line of the Left Half is to be devoted to each Cross Reference Entry. It is to contain successively:—

- 1 the Class Number which forms the Leading Section of the Cross Reference Entry; and, if necessary,

www.dbraulibrary.org.in

- 2 the word "P" followed by the pages of reference or the word "Sec", or "Chap", or "Part" etc followed by the Number concerned.

5162 The lines of the Upper Part of the Right Half are to contain successively the Heading of each of the Class Index Entries, contributed by the chains of the Class Numbers of the book and of the Cross Reference Entries, beginning from the last link and ending with the upper-most link.

5163 The lines of the Middle Part of the Right Half are to contain successively the Heading of each of the Book Index Entries of the book, in the sequence in which they are treated in Chap 53.

5164 The lines of the Lower Part of the Right Half are to contain successively the Heading of each of the Cross Reference Index Entries of the book in the sequence in which they are treated in Part 4.

5165 A continuation line is to be indented by two spaces.

5166 A full stop is to be inserted at the end of each of the Headings, and at the end of each of the Items corresponding to each Cross Reference Entry.

Example:—

BwM87 P xi-xix Ramanujan (Srinivasa) (1887), Works.
Mathematics.
Ramanujan (Srinivasa), (1887), Biography.
Hardy (G H).

See example 163 under Rule 51323 for the Main Entry.

5167 It must be remembered that in passing from the front side to the back side, the card is to be turned through two right angles with the bottom edge as the axis.

CHAPTER 52

CROSS REFERENCE ENTRY

520 Sections

520 A Cross-Reference Entry of a Simple Book is to consist successively of the following Sections:

- 1 The Class Number of the Specific Subject from which the book is referred (Leading Section);
- 2 The Directing Element "*See also*" (Second Section); and
- 3 The Locus Statement.

5203 The Locus Statement is to consist of three Sections containing respectively:

- 1 Call Number of the Book;
- 2 Heading of the Main Entry of the Book; and
- 3 Title of the book and place of occurrence.

521 The Class Number of the Specific Subject for which the book is cross-referred is to be furnished by the Classifier.

5231 The Call Number of the book is to be the same as in its Main Entry.

5232 The Heading of the book is to be the same as in its Main Entry, omitting the Secondary and other

Individualising Elements in the case of the name of a person. It is to be written in ordinary hand.

5233 The Short Title of the book is to be used.

5234 If the reference is to the whole book, the place of occurrence is not to be given.

5235 If the reference is not to be the whole book, the short title of the book is to be followed successively by

- 1 a comma; and
- 2 specification of the place of occurrence in the form of " P ", or " Sec ", or " Chap " or " Part ", or any other appropriate term, followed by the number concerned.

To distinguish the Cross-reference cards from the Main cards easily, a differentiation in colour may be used, *e g* the Main cards may be white and the Cross-reference cards, light red.

Example:—

206 BxM87

See also

BxM87 N27

Ramanujan.

Collected papers, P'xi—xix.

See example 163 under Rule 51323 for the Main Entry.

This is the only biography of Ramanujan which has been published so far. Unless it is brought out by the Cross-reference card, it may be missed by readers. But, if the above card is written out, such a contingency and waste of time will be eliminated for ever.

207 L.44.D5

See also

V440r51.D5 N20

Banerjee.

Hellenism in ancient India, P 186-207.

- 12 Permutation of the names in the Heading, if it is one of two Joint Authors or two Collaborators;
- 13 Name of each of the Third and later Authors, if there are three or more Joint Authors (optional);

2 Derived from Title Section

- 21 Name of each Collaborator mentioned in the Title portion;
- 22 Title of the book;
 - 1 If it is fanciful; or
 - 2 If it contains a proper noun; or
 - 3 If it is treated in usage as a proper noun;

provided that

www.dbraulibrary.org.in

- 1 It has not been used as the Heading of the Main Entry; or
- 2 It is not, as such, eligible to be used as the Heading of a class Index Entry of the book;

3 Derived from Note Section

- 31 Name of the Series occurring in each independent Series Note;
- 32 Name of each of the Series occurring in an interdependent Series Note;
- 33 the Heading of the Work mentioned in the Extract Note;
- 34 Heading, for each of the Alternative Titles of the book.

532 Second Section

532 The Second Section of a Book Index Entry is to depend on the nature of the Heading, as prescribed by the succeeding Rules.

53211 If the Heading is of the kind 11 or 12 or 13 enumerated in Rule 531, the Second Section is to consist of the Short Title of the book.

Examples:—

Example 21 under Rule 264 is not to be given an Author Index Entry as the book demands a Class Index Entry with the name of the Author as the Heading.

Example 146 under Rule 51321 is to be given the following Author Index Entry:—

209 SCHNEIDER (Georg) (1876).

Bibliographie.

(a) 113N30

www.dbraulibrary.org.in

Example 150 under Rule 51321 is to get the following Joint Authors Index Entries:—

210 DAVIS (A H) (1892) and KAYE (George William Clarison) (1880).
Acoustics of buildings. C30bD3 N27

211 KAYE (George William Clarison) (1880) and DAVIS (A H) (1892).
Acoustics of buildings. C30bD3 N27

Example 161 under Rule 51321 may get the following Joint Authors Index Entries:—

212 COOLEY (Charles Horton) (1864), etc.
Sociology.

Y N33

213 CARR (Lowell Juilliard) (), *J Auth.*
Introductory sociology.

Y N33

214 ANGEL (Robert Cooley) (), *J Auth.*
Introductory sociology.

Y N33

Example 153 under Rule 51321 is to get the following Editor-Heading Index Entry:—

- 215 QUILLER-COUCH (Arthur) (1863), *Ed.*
Oxford book of English prose. O-6xM8 N25

Example 3 under Rule 5126 is to get the following Selector and Translator-Heading Index Entry:—

- 216 CHAMOT (A E) (1855), *Comp and Tr.*
Select Russian short stories. O142,3xM7 H1N25

Example 1 under Rule 5127 is to get the following Joint-Editors-Heading Index Entries:—

- 217 NEILSON (William Allan) (1869) and WEBSTER (Kenneth Grant Tremayse) (), *Ed.*
Chief British poets of the fourteenth and fifteenth centuries. O-,x19 N16
- 218 WEBSTER (Kenneth Grant Tremayse) () and NEILSON (William Allan) (1869), *Ed.* Chief British poets of the fourteenth and fifteenth centuries. O-,x19 N16

The example under Rule 51281 is to get the following Title-Heading Index Entry:—

- 219 WILLIAM ERNEST JOHNSON. RWM58 N31

53221 If the Heading is of the kind 21 enumerated in Rule 531, the Second Section is to consist, successively, of

- 1 the Heading of the Main Entry of the book with the provision that, in the case of a name-of-person, it is sufficient if the Entry Element alone is used.
- 2 a colon; and
- 3 the Short Title of the book, with the initial letter in capital.

Examples:—

Example 151 under Rule 51321 is to get the following Reviser Index Entry:—

220 FISCHER (Ferdinand) (1843), *Rev.*

Wagner: Chemical technology.

F N04

It should also get the following Translator and Editor Index Entry:—

221 CROOKES (William) (1832), *Tr and ed.*

Wagner: Chemical technology.

F N04

Example 155 under Rule 51321 is to get the following Editor Index Entry:—

222 VYANKATARAMANA AIYAR (S), *Ed.*

Vedanta darsana with comm. Brahmanritavarsini by Ramananda Saraswati.

R66,5x3,1 15N16

53222 If the Heading is of the kind 22 enumerated in Rule 531, the Second Section is to consist, successively, of

- 1 the connecting word “by” or other similar suitable term; and
- 2 the Heading of the Main Entry of the book with the provision that, in the case of a name-of-person, it is sufficient if the Entry Element only is used.

Examples:—

- 1 The fanciful title ‘Meghaduta’ in the example 190 given under Rule 51423 is not to be given Title Index Entry as it demands a Class Index Entry.
- 2 The book whose title page is
“Next Five Years | An Essay | in | Political Agreement” has no doubt, for its effective title, “Next Five Years” But this does not show forth what its subject is; it thus amounts to a fanciful title. And

yet it should not be given Title Index Entry, as its Main Entry itself has it as Heading. Thus, "NEXT FIVE Years" will take the place of the Heading-of-Author Entry.

- 3 The example 22 under Rule 266 is to be given the following Title Index Entry:—

223 HERMES.

By Jones.

E.1.N3 N23

53231 If the Heading is of the kind 31 enumerated in Rule 531, the Second Section is to consist successively of

- 1 the Serial Number of the Book, or the entity by which it is replaced;
- 2 the Heading of the Main Entry of the book, with the provision that in the case of a name-of-person, it is sufficient if the Entry Element only is written;
- 3 a colon; and
- 4 the Short Title of the book, with the initial letter in capital, provided that if the Heading is the Title, 2 and 3 are to be omitted.

Examples:—

Example 168 under Rule 51416 is to get the following Series Index Entry:—

224 SAMMLUNG SCHUBERT.

1 Schubert: Arithmetik und Algebra.

B 113N10

Example 169 under Rule 51416 is to get the following Series Index Entry:—

225 PATNA UNIVERSITY, READERSHIP LECTURES.

1928 Saha: Atomic physics.

C9B2 N31

Example 172 under Rule 51416 is to get the following Series Index Entry:—

- 226 BULLETIN OF THE INSTITUTE FOR MEDICAL RESEARCH (FEDERATED MALAY STATES).

1930, 3 Lewthwaite: Experimental tropical typhus.

L25:4241:4 N30

Example 178 under Rule 51416 is to get the following Series Index Entry:—

- 227 BROADWAY ORIENTAL LIBRARY.

3 Hsu: Political philosophy of Confucianism. Wv41.C5 N32

Example 171 under Rule 51416 is to get the following Series Index Entry:—

- 228 WILEY FARM SERIES.

2 Worthen: Farm soils.

J:1 N30

Example 175 under Rule 51416 is to get the following Series Index Entry:—

- 229 UNIVERSITY OF ILLINOIS STUDIES IN LANGUAGE AND LITERATURE.

V 12, N 2-3 Bundy: Theory of imagination in classical and medieval thought.

O:g(S:43)H1 N27

532311 All entries with the same Heading of the kind 31 enumerated in Rule 531 are to be consolidated into a single entry, the different Second Sections being written in separate paragraphs in their serial sequence; sufficient space is to be left for gaps, if any, in the serial numbers.

Example:—

The Series Index Entries of examples 165 to 167 given under Rule 51416 are to be consolidated as follows:—

- 220 MADRAS LIBRARY ASSOCIATION, PUBLICATION SERIES.

22 Ranganathan: Colon classification. 2:51N3 qN57

23 Ranganathan: Five laws of library science. 2 N57

24 Ranganathan: Classified catalogue code. 2:551N qN58

of the series, if such a list could be found in any of their publications. Such a direction may take the following form:

236 BULLETIN OF THE UNITED STATES BUREAU OF LABOUR STATISTICS.

See list on pp. of

[give here the exact reference, whether in office file or in a trade list or in some book.]

Of the various types of Book Index Entries, there is some difference of opinion about the Series Index Entry. The remarks that have been made in the preceding para justify the despair into which some Series Index Entries are likely to drive cataloguers. It is particularly long series like those of some governments with a number of secondary and ternary series that have made the cataloguers stand at bay.

At the same time, we have to examine whether there is no value whatever in Series Index Entries. In University and Scientific libraries and other libraries catering to the special needs of research workers, it is found that the Series Index Entry is of some value. How they help every reader to get his book and every book to get its reader is discussed in my *Five laws of library science* (69).

Further, they are of great help both in book-selection and in book-ordering.

Some cataloguers, who realise this, propose a compromise and leave it to the discretion of the cataloguer to decide whether a Series is worth being given a Series Index Entry.

One method of economy is indicated in the first para.

- 53233 If the Heading is of the kind 33 enumerated in Rule 531, the Second Section is to consist, successively, of
- 1 the title of the work mentioned in the Extract Note;
 - 2 a full stop;
 - 3 a descriptive term like "*A portion printed as*" or "*bound as*";
 - 4 the Heading in the Main Entry of the Extract with the provision that, in the case

of a name-of-person, it is sufficient if the Entry Element alone is written;

5 a colon; and

6 the short title of the Extract provided that, if the Heading is Title, 4 and 5 are to be omitted.

Example:—

The example 192 under Rule 51432 is to get the following Extract Index Entry:—

237 RANGANATHAN (Shiyali Ramamritha) (1892).

Five laws of library science.

Sec 43 printed as

Ranganathan: Union library act.

2:(Z44) qN57

532331 All entries with the same Heading of the kind 33 and the same Second Section may be consolidated in a single entry on the analogy of Rule 532311.

Example:—

238 RANGANATHAN (Shiyali Ramamritha) (1892).

Five laws of library science.

Sec 43 printed as

Ranganathan: Union library act.

2:(Z44) qN57

Chap 3 bound as

Library movement and legislation abroad.

2.1.N3 N57

55234 In the case of the kind 34 enumerated in Rule 531, the Second Section is to consist of the alternative title followed by a description as prescribed in Rules 5144 and 51441.

The example 193 under Rule 5144 is to get the following Author Index Entries corresponding to the two alternative titles:—

239 BRAYNE (Frank Lugard) (1882).

Remaking of village India.

published previously as

Village uplift in India.

Y31:1:7.44.N3 N29

240 BRAYNE (Frank Lugard) (1882).

Village uplift in India.

"*published later as*

Remaking of village India."

Y31:1:7.44.N3 N26

Index Entries of the kinds 33 and 34 enumerated in Rule 531 are found to be necessary to avoid unintended duplication in book-selection and book-ordering, in addition to their reference value.

5323 ASSOCIATED BOOK NOTE

5323 If the Main Entry of a book contains an Associated Book Note, this note is to be repeated in each of its Book Index Entries.

Examples:—

The Author Entries of the books, whose Main Entries occur as the examples 199 and 200 under Rule 5146 will have their Author Entries in the following form:—

241 NICHOLS (Beverley) (1898).

Verdict on India.

www.dbraulibrary.org.in

V44.N5 N44

"For a criticism of this book *see*" V44.N5 N44:g

242 JOG (N G) ().

Judge or Judas.

V44.N5 N44:g

"For the book criticised *see* "

V44.N5 N44

CHAPTER 5D

DICTIONARY CATALOGUE

5D1 Main Entry

THE Main Entry of a book in the Dictionary Catalogue differs from that in the Classified Catalogue only in

- 1 The Sequence of the Sections;
- 4 The Note concerning Related Books, other than those belonging to a Series; and
- 6 The Tracing Section.

5D11 In the Main Entry of a book in the Dictionary Catalogue, the Heading occupies the Leading Section; and the Call Number occupies the Section just preceding the Accession Number.

Example:—

The Main Entry given as Example 154 under Rule 51321 will appear in the Dictionary Catalogue as follows:—

243 GARDINER (Alan Henderson) (1879).

Theory of speech and language.

74793

P N32

5D14 In a Note relating to a Related Book in the Main Entry of a book in the Dictionary Catalogue, the Call Number is to give place to the Heading and Short Title, wherever Call Number is prescribed in the Rules for the Classified Catalogue.

5D16 The Rules of section 516 on Tracing Section are applicable with the following modifications:—

5D161 One line of the Left Half is to be devoted to the Specific Subject Entry and to each of the Subject Analyticals. It is to contain successively:—

- 1 The Heading which forms the Leading Section of the Subject Entry concerned; and, if necessary,
- 2 The term "P" followed by the pages of reference or the term "Section", or "Chap", or "Part" etc. followed by the number concerned.

5D162 The lines of the upper part of the Right Half are to contain successively the Headings of the See also Subject Entries, arising out of the Specific Subject Entry as well as each of the Subject Analyticals.

5D2 Specific Subject Entry and Subject Analyticals

5D2 In structure, the Specific Subject Entry and the Subject Analyticals in the Dictionary Catalogue, resemble the Cross Reference Entry in a Classified Catalogue with the omission of the Section containing the Directing Element.

5D21 The Name of the Specific Subject concerned is to be put in the Leading Section.

The derivation of the Name of the Specific Subject from the Class Number by Chain Procedure has been prescribed in Chap 3D. The classifier is to furnish the Class Number of the book and of the classes contributing to Subject Analyticals. The Chain Procedure is to be applied to each of these Class Numbers.

5D23 The Locus Section of a Specific Subject Entry or a Subject Analytical is to be constructed on the analogy of the Rules in Chap 52 with the following modifications:—

5D232 The Secondary and the other Individualising Elements in the Name of a Person are to be retained.

Examples:—

- 244 MATHEMATICS, BIOGRAPHY, RAMANUJAN (Srinivasa).
Ramanujan (Srinivasa) (1887).
Collected papers, P xi-xix. BxM87 N27

- 245 LIBRARY SCIENCE.
Ranganathan (Shiyali Ramamrita) (1892).
Five laws of library science. Ed 1 and 2. 2 N31 and N57

5D3 Book Index Entry

5D31 It should be realised that the Dictionary Catalogue can not have a Book Index Entry corresponding to the Author Index Entry, or rather the Heading-of-Main-Entry Index Entry of the Classified Catalogue.

5D32 Wherever the Rules of Section 532 prescribe the Heading of the Main Entry of the book for incorporation in the Second Section, omit the following provision "with the provision that in the case of name-of-person, it is sufficient if the entry element alone is used".

Example:—

Example 220 under Rule 53221 will figure as follows in the Dictionary Catalogue:—

- 246 FISCHER (Ferdinand), Rev.
Wagner (Rudolf Von): Chemical technology. F N04

A Book Index Entry of a book in the Dictionary Catalogue has to differ from that in the Classified Catalogue in the way indicated above. This difference arises from the fact that the Link between a Book Index Entry and the Main Entry in the

Dictionary Catalogue is the Name of the Author or the Title of the Book, whichever is the Heading of the Main Entry. On the other hand, in the Classified Catalogue the Call Number is the Link. In the Dictionary Catalogue the Call Number is virtually impotent in the Main Entry. In the Classified Catalogue on the other hand the name of the author is impotent in the Main Entry. This difference accounts for the difference in the prescription made by this Rule and by the Rules given in Section 532, for the Second Section in a Book Index Entry.

This difference in Book Index Entry between Dictionary Catalogue and Classified Catalogue does not arise when the Heading of the Main Entry of the book concerned is a Corporate Author, a Pseudonym, or a Title.

www.dbraulibrary.org.in

Part 6

ORDINARY COMPOSITE BOOK
AND MULTI-VOLUMED BOOK

CHAPTER 61

ORDINARY COMPOSITE BOOK

611 Main Entry

611 An ordinary Composite Book is to be dealt with as a Simple Book ignoring the names of the contributors of the constituent parts except for Index Entries (*vide* Rule 613 and their subdivisions).

Examples:—

In the case of the book whose title-page reads

"The happy baby | editorial adviser: | Dr L Emmett
Holt | contributors: | Dr L Emmett Holt Dr Ralph Lobenstine
| Dr Harvey J Burkhart Dr Henry L K Shaw",

the Main Entry is to be as follows:—

247 L9C:75 N26

HOLT (Luther Emmett) (1855), *Ed.*

The happy baby.

46411

Here is a case where the title-page contains no other information, except the title and the imprint.

248 R3(Q)0gA p7N31

SCIENCE AND religion, a symposium.

68340

In the case of the book whose title-page reads

"Psychological elements | in speech | by | Emil
Fröschels | in company | with Professor Dr. Octmar Dittrich |

and | Frau Dr Ilka Wilhelm | translated from the German
by | Nils Ferre ”,

the Main Entry is to be as follows:—

249 S:682 N32

FRÖSCHELS (Emil) ().

Psychological elements in speech, tr by Nils Ferre.

74308

In the case of the book whose title-page reads

“The modern state | by | Leonard Woolf | Lord
Eustace Percy | Mrs Sydney Webb | Professor W G S Adams |
Sir Arthur Salter | *edited by* | Mary Adams ”,

the Main Entry is to be as follows:—

250 W p7N33

ADAMS (Mary) (1898), *Ed.*

Modern state.

74736

www.dbraulibrary.org.in

Here is another example of a symposium.

251 A p7N11

M'INTOSH (William Carmichael) (1838) etc, *Ed.*

University of Saint Andrews, five hundredth anniversary: Memorial
volume of scientific papers.

32405

In the case of the book whose title-page reads

“Science in World War II | Office of Scientific Research
and Development | Applied physics | Electronics. A History
of Divisions 13 and 15 and the Committee on Propagation NDRC,
edited by C G Suits. With a foreword by Karl T Compton |
Optics. A History of Divisions 16 and 17, NDRC, by H Krik
Stephenson and Edgar L Jones, edited by George R Harrison |
Metallurgy. A History of Division 18, NDRC, by Louis Jordan |
With illustrations | An Atlantic Monthly Press Book | Little,
Brown and Company, Boston | 1948 ”,

the Main Entry is to be as follows:—

252 A.73.N5 N48

APPLIED PHYSICS, etc.

(Science in World War II, 7).

12345

612 Cross Reference Entry

612 An Ordinary Composite Book is to be given Cross Reference Entries as prescribed in Chap 52. It may be explicitly stated that this implies that each contribution is by itself eligible for a Cross Reference Entry.

The book given as Example 252 under Rule 611 contains three constituent parts. They are to be given the following Cross Reference Entries:—

253 D65.73g1N4.N5

See also

A.73.N5 N48

Applied physics. P 1-195.

254 MC5.73g1N4.N5

See also

A.73.N5 N48

Applied physics. P 199-303.

255 F191.73g1N4.N5

See also

A.73.N5 N48

Applied physics. P 307-456.

www.dbraulibrary.org.in

613 Class Index Entry

613 An Ordinary Composite Book is to be given Class Index Entries as prescribed in Part 3.

It may be stated explicitly that the Class Index Entries, arising out of the Class Number of each of the Contributions, are also to be given.

614 Cross Reference Index Entry

614 An Ordinary Composite Book is to be given Cross Reference Index Entries as prescribed in Part 4

and, in addition, for the alternative names for "Festschrift."

615 Book Index Entry

615 An Ordinary Composite Book is to be given Book Index Entries as prescribed in Chap 53.

616 Contributor Index Entry

61601 An Ordinary Composite Book, other than encyclopaedias and memorial volumes, is to be given Book Index Entries for each of the contributions contained in it.

61602 For convenience of reference, a Book Index Entry of a contribution in an Ordinary Composite Book is to be called a "**Contributor Index Entry**."

61603 A Contributor Index Entry of an Ordinary Composite Book is to consist successively of the following sections:

- 1 Heading (Leading Section);
- 2 Title Section;
- 3 Descriptive term such as "*Forming part of*";
- 4 Heading of the Host Book, a colon, its Short Title, a full stop; and
- 5 Index Number.

6161 The Heading is to be that of the Contribution as determined by Rule 531, and its subdivisions.

6162 The Title Section is to be that of the Contribution as determined by Rule 532 and its subdivisions.

6164 The Heading of the Host Book is to be that in its Main Entry modified as follows:—

The Secondary Element in a Name-of-person is to be omitted.

6165 The Index Number is to be the Call Number of the Host Book.

Examples:—

- 256 WEBB (Sydney) (1858).
Diseases of organised society.
Forming part of
Adams; Modern state. W p7N33
- 257 SUITS (C G) (1905), *Ed.*
Electronics.
Forming part of
Applied physics. A.73.N5 N48
- 258 STEPHENSON (H Krik) () and JONES (Edgar L) ().
Optics ed by George R Harrison.
Forming part of
Applied physics. A.73.N5 N48
- 259 JONES (Edgar L) () and STEPHENSON (H Krik) ().
Optics ed by George R Harrison.
Forming part of
Applied physics. A.73.N5 N48
- 260 HARRISON (George R) (1898), *Ed.*
Optics by Stephenson and Jones.
Forming part of
Applied physics. A.73.N5 N48
- 261 JORDAN (Louis) (1894).
Metallurgy.
Forming part of
Applied physics. A.73.N5 N48

This type of entry is called an Author Analytical. Composite books calling for them are becoming common. Author Analyticals are beyond doubt of help to readers and to the reference staff. However, they lead to civil war, as it were, among the Laws of Library Science under the instigation of the Law of Parsimony; and a compromise is to abstain from giving such entries in the case of books which have been analysed in published bibliographies (70).

617 Festschrift Index Entry

617 A Festschrift is to be given a Book Index Entry consisting successively of the following Sections:—

- 1 Heading (Leading Section) consisting of the term "FESTSCHRIFT."
- 2 Second Section consisting of the Name of the Person or Institution or any other entity felicitated, rendered as prescribed in Part 2; and
- 3 Index Number consisting of the Call Number of the book forming the Festschrift.

Example: Example 251 under Rule 611 is to be given the following Festschrift Index Entry:—

www.dbraulibrary.org.in

262 FESTSCHRIFT.

University of Saint Andrews.

A p7N11

CHAPTER 62

ARTIFICIAL COMPOSITE BOOK

621 MAIN ENTRY

621 In the case of an Artificial Composite Book, the Main Entry is to be constructed as if it were the Main Entry of the First constituent work except that to this is to be added a section for each later constituent work. Further, the descriptive term "*Composite book*" are to be added after the Call Number in the Leading Section.

6212 The section giving the entry for the Second Constituent Work is to consist of

- 1 the number "2";
- 2 the Heading appropriate to it;
- 3 a colon;
- 4 its Title-portion with the initial letter in capital;
- 5 a full stop;
- 6 the Note, if any (subject to Rule 6214); and
- 7 its Call Number, written at the right end of the last line of the section.

62121 The various parts of the section are to be constructed as prescribed in Part 5.

6213 The paragraph giving the entry for any later Constituent Work is to be similar to the entry for the Second Constituent Work, except that the appropriate serial number is to take the place of "2".

6214 If all the Constituent Works belong to the same Series, a note need not be written in the section for each Constituent Work. It is sufficient if a single note is added as the final section, the serial number part of the section consisting of the successive serial numbers.

Example:—

263 B633:23 N11

Composite book

HENDERSON (Archibald) (1877).

The twenty-seven lines upon the cubic surface.

2 Wood (P W): Twisted cubic with the cubical hyperbola.

B6363:23 N13

www.cambridge.org
6060 Cambridge tracts in mathematics and mathematical physics, 13, 14.

622 Cross Reference Entry

622 The Cross Reference Entries of an Artificial Composite Book are to be of two types:—

- 1 special; and
- 2 ordinary.

6221 SPECIAL CROSS REFERENCE ENTRY

6221 A Special Cross Reference Entry is to be given from the Call Number of each of the second and the succeeding Constituent Works.

62211 A special Cross Reference Entry is to consist successively of the following sections:—

- 1 the Call Number of the Constituent Work cross-referred (Leading Section);

- 2 its Heading;
- 3 its Title;
- 4 the descriptive term such as "*bound as part 2 with*" or "*printed as part 2 with*" as the case may be;
- 5 the Call Number in the Leading Section of the Main Entry; and
- 6 the Heading of the Main Entry, as prescribed in Chap 52, the short title of the First Constituent Work, and a full stop.

Example:—

264 B6363:23 N13

Wood (P W) ().

Twisted cubic with the cubical hyperbola.

Bound as part 2 with

B633:23 N11

Henderson: Twenty-seven lines upon the cubic surface.

See example 263 under Rule 6214 for the Main Entry.

6222 An Ordinary Cross Reference Entry is to be given from every topic in each of the Constituent Works, which may call for it.

62221 An Ordinary Cross Reference Entry is to be constructed as prescribed in Chap 52, with the following modifications:

- 1 the Call Number, the Heading and the Short-title are to be those of the First Constituent Work;
- 2 instead of pages of reference, the part and the pages of reference, if any, are to be given; and
- 3 the descriptive term "*composite book*" is to be added after the Call Number.

623 Class Index Entry

623 All the Class Index entries appropriate to each Constituent Work are to be given as prescribed in Part 3.

624 Cross Reference Index Entry

624 All the Cross Reference Index Entries appropriate to each Constituent Work are to be given as prescribed in Part 4.

625 Book Index Entry

625 All the Book Index Entries appropriate to each Constituent Work are to be given as prescribed in Chap 53, with the modification that, for the second and later constituent works, the Third and the Fourth Sections are to be as follows:—

www.abraulibrary.org.in

- 3 the Descriptive term such as "*bound as part 2 with*" or "*printed as part 2 with*", as the case may be; and
- 4 the Index Number of the First Constituent Work.

Example:—

265 WOOD (P W) ().

Twisted cubic.

Bound as part 2 with

B633:23 N11

See example 263 under Rule 6214 for the Main Entry.

CHAPTER 63

MULTI-VOLUMED BOOK

630 Types

630 Two types of Multi-volumed Books are to be recognized, viz:

1 The Type in which the constituent volumes do not have a special title other than the common title of all the volumes and do not have any difference in the other factors that are capable of contributing to the title-portion of a Main Entry, and

2 Others.

631 FIRST TYPE

631 A multi-volumed book of the first type is to be catalogued with the additional provisions given in the subdivisions of this rule.

6311 If all the volumes of the book have been published, an additional sentence is to be added to the Title Section of the Main Entry. This additional sentence is to consist, successively, of

- 1 the number representing the number of volumes constituting the book; and
- 2 the term " V " or its equivalent in the language of the title-page.

63111 If all the volumes of the book have not yet been published, the additional sentence to be added is to consist successively, of

- 1 the term "V" or its equivalent in the language of the title-page; and
- 2 the numbers of the volumes published so far and a dash.

This additional sentence is to be in pencil.

In this case, the entry is said to be **Open**.

63112 As soon as all the volumes are received, the pencil portion of the Title Section is to be replaced in accordance with Rule 6311.

63113 If all the volumes of the book, which have been published, are not possessed by the library, a further sentence is to be added to the Title Section, in square brackets. This sentence in brackets is to consist, successively, of

- 1 the term "V" or its equivalent in the language of the title-page;
- 2 the numbers representing the volumes not in the library; and
- 3 the term "not in library".

6312 In the Cross Reference Entries the volume number is to be added whenever necessary.

6315 In the Book Index Entries, the additional sentence prescribed in Rule 6311 is to be repeated with the short title used in such Entries.

632 Second Type

632 A multi-volumed book of the second type is to be catalogued like the books of the first type with the

additional provisions given in the subdivisions of this rule.

6321 Additional paragraphs are to be added in the Title Section of the Main Entry—one paragraph to correspond with each volume that has extra specific information in its title-page.

6322 Each paragraph is to consist successively of the following:—

- 1 the term “V” or its equivalent in the language of the title-page;
- 2 the number of the volume;
- 3 a full stop;
- 4 the special title of the volume;
- 5 the term “by” followed by the names of the distinctive author(s) of the volume, if any;
www.dbraultlibrary.org.in
- 6 term indicating distinctive collaborator(s), if any;
- 7 a full stop; and
- 8 a note in circular brackets, if necessary, to indicate any other special features.

63221 If the numbering of the volumes is not normal, the corresponding portions of the paragraphs are to follow what is given in the book.

63222 If two or more, but not all the volumes of a set, have a common special title, they are to be given only a single paragraph in common, in the additional section of the Main Entry, the numbers of all such volumes being written after the term “V” or its equivalent.

623 The Book Index Entries of the Book are to include all such additional Entries as are relevant to the special Title Section of the different volumes, given in the Main Entry.

633 Call Number

633 The Call Numbers of the volumes of a Multi-volumed Simple Book are to consist of their common Class Number, followed by their successive Book Numbers. If the publication is in progress, the last Book Number is to be followed by a dash.

6332 If a Cross-Reference is to some and not to all the volumes of the set, the third section of the corresponding Cross Reference Entry is to give only the Book Numbers of the volumes to which reference is made.

6337 If some and not all of the volumes of a set are undersized or oversized or abnormal, the underlining, etc., is to be made to the Book Numbers of those volumes only.

Examples:—

266 X N20.1—N20.2

TAUSSIG (Frank William).

Principles of economics. Ed 2. 2V.

10101; 10013

267 O-3L71w N32.1-N32.4—

SCOTT (Walter) (1771).

Letters, ed by H J C Grierson, etc V 1-4—

V 1. 1787-1807.

V 2. 1808-1811.

V 3. 1811-1814.

V 4. 1815-1817.

73352-4; 73778

It is assumed that this publication is still in progress. The last Book Number is, therefore followed by a dash and the corresponding volume part of the Title-Portion is to be in pencil.

It is obvious that the detailed information about the contents of each volume given above will be of help to readers.

268 El2N1 N12.1-N12.4

HOFFMANN (M K) (1878), *Ed.*

Dictionary of the inorganic compounds.

3V in 4.

V 1. Part 1. Introd. etc. and water to silver, N 1-31.

V 1. Part 2. Mercury to boron, N 32-55.

V 2. Aluminium to xenon N 56-81. Bibliographies.

V 3. Calculation table, index, etc. (This volume has A Thiel as additional editor)

11520—11523

In this case, the book has its title in four languages, viz, English, German, French, and Italian. Hence, the entry is made as if English were the favoured language of the library. It may be noted that the name of an additional joint editor appears on the title page of the third volume and that this information is conveyed in the entry by an appropriate note. A Thiel would give rise to a Joint Editor Entry.

It is obvious that the detailed information about the contents of each volume given above will be of help to readers.

Part 7

PERIODICAL PUBLICATION

www.dbraulibrary.org.in

Note:—The examples given in this Part are as they were in the First Edition of this book. That is, the changes in the Complexities of the Periodicals, which occurred after 1933, are not indicated in the sections recording the complexities.

CHAPTER 70

COMPLEXITIES

701 Introduction

701 The definition of the term "Periodical Publication" has been given in Rule 1332. Periodical Publications form one of the sources of perplexity in cataloguing practice. Their vagaries may transcend all imagination and anticipation. It looks as if nothing relating to a Periodical Publication can escape the sport of caprice—sponsor, name, periodicity, format, pagination, excrescences, attachments to all or stray volumes, and, last but not least, span of life and resurrection.

7011 For convenience, Chap 71 confines itself to Periodical Publications of the simple type, *i e* those that are free from vagaries of any kind. The later chapters will be devoted to the additional treatment that must be given to Periodical Publications presenting complexities of different kinds.

702 Kinds of Complexity

702 Periodical Publications may present one or more of the following kinds of complexities.

2 IRREGULARITY IN VOLUME-NUMBER

21 Change in volume-periodicity.

22 Volumes being numbered in two or more sequences, the sequences being termed New Series, First Series, Second Series, etc., or by similar names.

23 Volumes being numbered simultaneously in two or more sequences.

3 IRREGULARITY IN PUBLICATION

- 31 Non-publication of volumes in certain periods, but the sequence of volume numbers being continuous.
- 32 Break in the sequence or irregularity in the numbering of volumes due to non-publication or other causes.
- 33 Two or more volumes issued as a single volume or bound as a single volume.

4 CHANGE OF TITLE AND SPONSOR

- 41 Change of title, or of sponsor, or of both, but the numbering of the volumes being continued in the original sequence.
- 42 Change of title, or of sponsor or of both, with change in the sequence of volume numbers.

5 AMALGAMATION

- 51 Amalgamation of two or more Periodical Publications under the title of one of the amalgamated Publications, and the numbering of the volumes continued in its original sequence.
- 52 Amalgamation of two or more Periodical Publications under the title of one of the amalgamated Publications but with change in the sequence of volume numbers.
- 53 Amalgamation of two or more Periodical Publications under a new title with its

Class Number the same as that of one of the Publications amalgamated.

- 54 Amalgamation of two or more Periodical Publications under a new title and with change in the Class Number.

6 SPLITTING

- 61 Splitting up into two or more Periodical Publications with one of them having the original Class Number.
- 62 Splitting up into two or more Periodical Publications, the original Class Number not being borne by any of them.
- 63 Multiple Periodical of which the issues contain two or more periodicals, with or without a Generic Title, but has to be split into independent periodicals, either associated or not, on the completion of a volume.

7 SUPPLEMENT

- 71 Having monograph supplements or book supplements without separate pagination and title-page.
- 72 Having monograph supplements or book supplements with separate pagination and title-page.
- 73 Having a sequence of supplementary or extra volumes having separate pagination and title-page, and capable of being regarded as a Periodical Publication by itself.

- 74 The supplements of the kinds 72 and 73 being covered by the cumulative indexes of the Main Periodical Publication.

703 Following the example of Mathematicians we shall first confine ourselves to each kind of complexity by itself—that is, uncomplicated by association with other kinds of complexity. We shall consider and develop the technique necessary to meet each individual complexity. We shall illustrate in the final chapter—Chapter 78—how a combination of complexities is to be treated.

CHAPTER 71

SIMPLE PERIODICAL PUBLICATION

711 Main Entry

7110 The Main Entry of a simple Periodical Publication is to consist successively of the following Sections:

- 1 Class Number (Leading Section);
- 2 Heading;
- 3 Section on Periodicity;
- 4 Series Note, if any;
- 5 Holdings Section; and www.dbraulibrary.org.in
- 6 Tracing Section.

7111 CLASS NUMBER

7111 The Class Number is to be taken from the back of the title-page.

It will be seen from Rule 511 that the Leading Section of the Main Entry of a book consists of its call number. But in the case of a Periodical Publication, the Leading Section is to consist only of the class number. It is so because the main entry of a Periodical Publication stands, not for one volume, but for an indefinite number of its volumes to be added from time to time. See Rule 7115.

7112 HEADING

7112 The Heading of the Main Entry of a simple Periodical Publication is to consist successively of

- 1 Its title proper, omitting the name of its sponsor, if any, occurring in continuation of its title proper;
- 2 A comma; and
- 3 The name of its sponsor, if any.

71121 The name of the sponsor, if any, is to be put within circular brackets, if it does not occur continuously with the title proper on the title-page.

The first two words of the title proper are to be written in block letters, as prescribed in Rule 2611.

71122 If the title proper of a Periodical Publication taken along with the name of the sponsor, if any, does not individualise it, an Individualising Element is to be added within circular brackets, immediately after the Heading.

711221 The Individualising Element in the Heading of a Periodical Publication is to be the name of its country, state, province, district, county, taluk, city, or town—that one of these areas which has the greatest extension and is sufficient for individualisation.

Examples:—

- 1 EDUCATIONAL REVIEW (India).
- 2 EDUCATIONAL REVIEW (United States of America).
- 3 FREE PRESS (Bombay).
- 4 FREE PRESS (Madras).

71123 If a Periodical Publication consists of the Proceedings of a Conference held periodically, the place and the year of the Conference, prescribed by Rule 252 for inclusion in the Heading, are to be omitted.

7113 Section on Periodicity

7113 The Section on Periodicity is to consist successively of

- 1 Statement of Periodicity as prescribed in Rules 71131, 71132, and 71133;
- 2 a fullstop;
- 3 the term " V ";
- 4 the number of the first volume (which will usually, but not necessarily in all cases, be 1);
- 5 a dash;
- 6 some space and a semicolon;
- 7 the year of commencement; and
- 8 a dash.

71130 The Section on Periodicity is to be enclosed in square brackets.

71131 If the period is one year or less, the Statement of Periodicity is to consist successively of

- 1 the number indicating the number of volumes per year;
- 2 the term " V per year ";
- 3 a semicolon;
- 4 the number of separately bound parts in a volume, if more than one;
- 5 the term " parts per volume " if it is operative; and
- 6 a fullstop.

71132 If the period is greater than one year, the Statement of Periodicity is consist successively of

- 1 the term "I V for";
- 2 the number indicating the number of years;
- 3 the term "years";
- 4 a semicolon;
- 5 the number of separately bound parts in a volume, if more than one;
- 6 the term "parts for volume" if it is operative; and
- 7 a fullstop.

71133 If the Periodical Publication is irregular, the Statement of Periodicity is to begin with the term "Irregular".

71134 If the Periodical Publication continues to be published whether taken in the library or not, no figure is to be added after the dashes within the square brackets.

711341 If Rule 71134 is applicable, the entry is said to be "**Open for the Publication**".

71135 If the Periodical Publication has ceased to be published, the number of the volume and of the year of the last published volume are to be inserted after the respective dashes, within the square brackets.

711351 If Rule 71135 is applicable, the entry is said to be "**Closed for the Publication**".

This Volume Periodicity Note may have to get its information from outside the publication itself. That is why it is directed to be enclosed in square brackets. It may not be possible to get at the year of commencement of some periodical publications. But the cataloguer should spare no efforts to hunt for the information in all possible bibliographical sources and should not rest until he

has succeeded in his effort. The chapter entitled "Bibliographical suggestions" in the *Guide to the cataloguing of the serial publications of societies and institutions* published by the Library of Congress maps out for him the regions where he must hunt for information. No doubt this process may often take an indefinite length of time. That does not mean that the cataloguing should be postponed and the periodical publication should be held up in the cataloguer's unsolved heap, until the information sought is obtained. Such a procedure would go quite against all the Laws of Library Science. On the other hand, what should be done is to release the publication for public use, leaving the space, within the square brackets in the catalogue card, blank. A list of such incomplete cards should be maintained so that they may not be forgotten. The blank space is to be filled in as and when the necessary information is obtained.

7114 SERIES NOTE

7114 The Series note, if any, is to be enclosed in circular brackets and is to be constructed in accordance with Rule 5141 and its subdivisions, except that the serial numbers of all the volumes of the Periodical Publication are to be given in succession at the end of the note. Further, if the first volume of the set does not belong to the series, the volume number or in its absence the year number of the earliest volume of the set which belongs to the series is to be written as the denominator under its corresponding serial number. If any of the later volumes of the set happen to go off the series, the volume number or in its absence the year of the next earliest volume that belongs to the series is to be written as a denominator under its corresponding serial number; and so on.

7115 Holdings Section

7115 The Holdings Section is to consist successively of

- 1 the term "This library has";
- 2 the term "V";
- 3 The numbers of the volume available in the library, if the volumes of the Periodical Publication are numbered;
- 4 a semicolon; and
- 5 the years of the volumes available in the library.

By the "year of the volume" is meant, the year covered by the volume which may not necessarily be the year of publication of the volume. See, for instance, example 2 under Rule 7121.
www.dbraulibrary.org.in

71153 The statement of the number of volumes available in the library is to consist successively of

- 1 the number of the earliest volume available in the library;
- 2 a dash; and
- 3 the number of the latest volume available in the library;

71155 The statement of the years of the volumes available in the library is to consist successively of

- 1 the year of the earliest volume available in the library;
- 2 a dash; and
- 3 the year of the latest volume available in the library.

71156 If the Periodical Publication is current in the library, the numbers of the latest volume and of its year are to be written in pencil.

711561 If the Periodical Publication is current in the library, the entry is said to be "**Open for the Library**".

71157 If the Periodical Publication is discontinued in the library, the numbers of the last available volume and of its year are to be inked.

711571 If the Periodical Publication is discontinued in the library, the entry is said to be "**Closed for the Library**".

The idea in writing the numbers of the volume and of the year of the latest volume in pencil, if the Periodical Publication is current in the library, is that they will be changed into the succeeding numbers as soon as the succeeding volume gets completed and accessioned. Some libraries do not write these numbers even in pencil, but leave their places blank. Knowing as we do, the notorious impunctuality of the periodicals, it is seldom possible to guess the number and the year of the last completed volume. The simple device suggested in these Rules has been found to be a source of great relief both to the reference staff and to the readers.

Examples:—

*Note:—*In the examples of this Part, the numbers to be written in pencil as per Rule 71156 are shown in antique type.

269 n1,M

STATESMAN'S YEAR book, etc.

[1 V per year. VI— ; 1864—].

This library has V 1-21, 24-30, 65-70; 1864-84, 1887-93, 1928-1933.

The term "etc" represents the term "statistical and historical annual of the states of the world".

The library has a broken set of this Serial. But it is current in the library.

270 w73nM9

WHO'S WHO in America, etc.

[1 V for 2 years. VI— ; 1899/1900-].

This library has V 16; 1930/31

The term "etc" represents the term "a biographical dictionary of notable living men and the women of the United States."

The library has got only one volume of this Serial. But it continues to be published. This entry is "closed for the library," but is "open for the publication".

271 T.441e4,M4n

CALENDAR, Presidency College (Madras).

[1V per year. -].

This library has 1926/27-1933/34

The volumes of this Serial are not numbered. The 'year of the volume' is the only factor distinguishing the volumes from one another. The information about the year of commencement of the serial is not available. Therefore, its space within the square brackets is left blank. It is to be filled up as soon as the information is got.

This Serial is current in the library.

272 z.73g,Nr

YEAR BOOK, Carnegie Institution of Washington.

[1 V per year. VI- ; 1902-].

This library has VI-31; 1902-1932.

The library has an unbroken set of this Serial. It is also current in the library.

273 z44m44,M7

INDIAN ANTIQUARY, etc.

[1 V per year. V 1-62 ; 1872-1933].

This library has V 3-62; 1874-1933.

The term "etc" represents the term "a journal of oriental research in archcology, epigraphy, enthology, geography, history, folklore, languages, literature, numismatics, philosophy, religion, etc, etc."

This entry is both "closed for the publication" and "closed for the library."

274 Im56,M8

ANNALS OF botany.

[1 V per year. V 1- ; 1887-].

This library has V 1-47; 1887-1933.

This Periodical continues to be published. It is current in the library. The library has an unbroken set.

275 W,6m44,N2

LOCAL SELF-GOVERNMENT quarterly, (Madras Chamber of Local Boards).

[1 V per year. V 1- ; 1931/32-].

This library has V 1-2; 1931/32-1932/33.

In this example and example 3, the "year of the volume" is not a calendar year, but an artificial year spread over two calendar years. But in example 2, a similar notation stands for two full calendar years. This homonym in notation has not yet been resolved. However the Statement of Periodicity makes this difference clear.

276 Z438y7m438,N

INDIAN LAW reports, Rangoon series, etc., (Burma, High Court).

[1 V per year. V 1- ; 1923-].

This library has V 1-11; 1923-1933.

7116 TRACING SECTION

71160 The Tracing Section of the Main Entry—that is, the back of the Main Card—of a Periodical Publication is to furnish

1 On the left half

the Number, the Year, the Book Number, and the Accession Number, of each volume,

in a tabular form using inclusive notation, wherever possible; and

- 2 On the right half
- 21 the Call Number used for each Cross Reference Entry, along with the indication of its locus;
- 22 the Heading used for each Class Index Entry; and
- 23 the Heading used for each Class Index Entry arising out of each Cross Reference entry.

712 Cross Reference Entry

7120 No Cross Reference Entry is to be given for a Periodical Publication, except for a volume of it, containing only a single work or a Festschrift or forming a special volume in any other sense, admitting of its being looked upon as a Simple or Ordinary Composite Book.

7121 A Cross Reference Entry for a Periodical Publication is to consist successively of the following sections:—

- 1 the Call Number which the volume would get, if classified as an independent work (Leading Section);
- 2 the directing element “See”; and
- 3 the Locus Section consisting successively of sections giving

- 31 the Class Number of the Periodical Publication;
 32 the Heading of the Periodical Publication;
 and
 33 the Locus in the form;
 331 the term "V"; and
 332 the Number of the volume or its year
 or both, according to the information
 available.

Examples:—

277 B p7N30

See

Bm44.N0

BULLETIN, Calcutta Mathematical Society.

V 20; 1928.

The title-page of this volume reads as follows:—

"Commemoration volume | on the occasion of the |
 twentieth anniversary | of the foundation of | the Calcutta
 Mathematical Society in 1928 | bulletin | Vol. XX."

It may be stated here that the volume was actually published only in 1930, as shown in the imprint. But, 1928 is the "year of the volume", as prescribed by the commentary on Rule 7115.

278 P15:25Ax1,1 M71

See

z4m73,M

JOURNAL, American Oriental Society.

V 9; 1871.

This ninth volume is made of a single work *Taittirīya-prātiśākhya*. In fact, the title of the work appears on the first page of the volume as follows:—

"The Taittirīya-prātiśākhya with the commentary, the Tri-bhāṣyaratna text, translation, and notes, by William D Whitney, professor of Sanskrit in Yale College."

713 Class Index Entry

7131 It must be remembered that the Last Link contributed by the Class Number of a Periodical Publication is a Sought Link.

7132 If a Periodical Publication is one associated with another, the Link forming the Class Number of the Host Periodical Publication is to be taken as an **Unsought Link**.

See Rule 21m3 of the *Colon classification* for an explanation of the term Associated Periodical Publication.

Example:—

Bm44,N JOURNAL, (Indian Mathematical Society); and
Bm44,N,1 MATHEMATICS STUDENT, (Indian Mathematical Society)

are Associated with each other. The former is the Host and the latter is the Associated Periodical.

In the Chain derived from the Class Number of the latter, Bm44,N is an **Unsought Link**.

7133 It should also be remembered that, in accordance with Rule 343, the Heading of the Class Index Entry contributed by the Last Link of the Class Number of a Periodical Publication is to be the same as that of its Main Entry.

7134 Corresponding to the Last Link of the Class Number of a Periodical Publication, a Class Index Entry is to be written, using as Heading each of the following also:—

- 1 Every Alternative Name, including contracted name or initonym, by which the Periodical Publication is popularly referred to among its users;
- 2 In the case of a sponsored Periodical Publication, the Heading got by interchanging

the name of the Sponsor and the Title-
 Proper of the Periodical Publication; and
 w3 Every variation got by substituting every
 Alternative Name of the Sponsor in the
 Heading prescribed in category 2.

71341 When the Heading is one prescribed by
 kind 2 or 3 of Rule 7135, a ^{www}Comma is to be
 inserted between the name of the Sponsor and the
 Title-*Proper*, unless the whole Title of the Periodical
 Publication begins with the name of the Sponsor. ✓

7135 In a Class Index Entry of a Periodical Publi-
 cation having a Heading either as shown in commentary
 7133 or as prescribed in Rule 7134, the Directing
 Section, prescribed by Rule 362, is to be omitted.

Examples:—

*Note:—*In the following example, the Class Index Entries for
 the Upper Links are omitted. www.dbraulibrary.org.in

Example 270 under Rule 711571 is to get the following Index
 Entry:—

279 Who's Who in America.

w73nM9

The Zeitschrift der Deutschen morgenlandischen Gesellschaft.
 is to get the following Main and Class Index Entries:—

280 z4m55,M

ZEITSCHRIFT, Deutschen Morgenlandischen Gesellschaft.

The third and the later Sections are omitted in the above
 Main Entry.

281 ZEITSCHRIFT, Deutschen Morgenlandischen.

z4m55,M

282 Z D M G

z4m55,M

The last is the familiar name by which this Periodical is asked
 for by the students of Asian culture.

- 283 DEUTSCHEN MORGENLANDISCHEN GESELLSCHAFT, Zeitschrift.

z4m55,M

The Journal of the Indian Mathematical Society is to get the following Main and Class Index Entries:—

- 284 Bm44,N

JOURNAL, Indian Mathematical Society.

The third and the later Sections are omitted in the above Main Entry.

- 285 JOURNAL, Indian Mathematical Society.

Bm44,N

- 286 INDIAN MATHEMATICAL SOCIETY, Journal.

Bm44,N

The Journal für die reine und angewandte Mathematik is to get the following Main and Class Index Entry:—

- 287 Bm55,M

JOURNAL FÜR die reine und angewandte Mathematik.

The third and the later Sections are omitted in the above Main Entry.

- 288 JOURNAL FÜR die reine und angewandte Mathematik. Bm55,M

- 289 CRELLE'S JOURNAL

Bm55,M

This is the name by which it is familiarly asked for by the students of mathematics.

Example 271 under Rule 711571 is to get the following Class Index Entries:—

- 290 CALENDAR, Presidency College (Madras).

z441e4,M4n

- 291 PRESIDENCY COLLEGE (Madras), Calendar.

z441e4,M4n

Example 275 under Rule 711571 is to get the following Class Index Entries:—

- 292 LOCAL SELF-GOVERNMENT quarterly, (Madras Chamber of Local Boards).

W,6m44,N2

- 293 MADRAS CHAMBER OF LOCAL BOARDS, Local self-government quarterly.
W,6m44,N2

Example 276 under Rule 711571 is to get the following Class

Index Entries:—

- 294 INDIAN LAW reports, Rangoon series, (Burma, High Court).
Z438y7m438,M.
295 RANGOON LAW reports, (Burma, High Court). Z438y7m438,M
296 BURMA LAW reports, (Burma, High Court). Z438y7m438,M
297 BURMA, HIGH COURT, Indian law reports, Rangoon series.
Z438y7m438,M

7136 The following Rules are optional to allow of Local Variation.

7137 A Generic Class Index Entry with the Heading "Periodical" or "Serial", as the case may be, may be written for the Periodical Publication, corresponding to each of its Specific Class Index Entries.

71371 The Second and the Third Sections of a Generic Class Index Entry of a Periodical Publication are to consist, respectively, of:—

- 2 The Heading of the Specific Class Index Entry to which it corresponds; and
- 3 The Class Number of the Periodical Publication.

Example 284 under Rule 7135 may get the following Generic Class Index Entries:—

- 298 PERIODICAL.
Journal, Indian Mathematical Society. Bm44,N
299 PERIODICAL.
Indian Mathematical Society, Journal. Bm44,N

Example 290 under Rule 7135 may get the following Generic Class Index Entries:—

- | | | |
|-----|--|-------------|
| 300 | SERIAL. | |
| | Calendar, Presidency College (Madras). | z.441e4,M4h |
| 301 | SERIAL. | |
| | Presidency College (Madras), Calendar. | z.441e4,M4h |

7138 Class Index Entries may be given for a Periodical Publication corresponding to the Links of its Class Number ending with the Common Isolate Digit and the Geographical Isolate Number respectively.

Example:—

Examples 284 and 287 under Rule 7135 may get the following Optional Class Index Entries:—

- | | | |
|-----|-----------------------------------|------|
| 302 | INDIA, PERIODICAL, MATHEMATICS. | Bm44 |
| 303 | GERMANY, PERIODICAL, MATHEMATICS. | Bm55 |
| 304 | PERIODICAL, MATHEMATICS. | Bm |

Example 294 under Rule 7135 may get the following Optional Class Index Entries:—

- | | | |
|-----|----------------------------|------------|
| 305 | BURMA, REPORT, BURMA, LAW. | Z438y7m438 |
| 306 | REPORT, BURMA, LAW. | Z438y7m |

714 Cross Reference Index Entry

714 No Cross Reference Index Entry is necessary for a Periodical Publication.

Its purpose—viz to provide entries to link up alternative names of a Periodical Publication—is served by the Class Index Entries prescribed by Rules 7133 and 7134.

715 Book Index Entry

715 No Book Index Entry is to be given to a Periodical Publication, as such.

7151 Any book, contained in a Periodical Publication and given a Cross Reference Entry as prescribed in Rules 712 and 7121, is to be given its Book Index Entries.

7152 A Book Index Entry given according to Rule 7151 is to have a Locus Section as prescribed in Rule 7121, instead of the Index Section prescribed in Rule 533.

716 Cumulative Index

716 In the case of a volume constituting a cumulative index of a Periodical Publication, there is to be only a Main Entry consisting of the following sections written in accordance with the earlier rules appropriate to them:

- 1 Call Number (Leading Section);
- 2 Heading, which is to be the same as for the Periodical Publication to which it relates; and
- 3 Extract from the title-page, indicating the nature and scope of the index.

Example:—

307 In56, M86 D1

Annals of botany.

Index to V 1-10; 1887-96.

CHAPTER 72

IRREGULARITY IN VOLUME-NUMBER

721 Change in Volume-Periodicity

721 In the case of complexity of kind 21 enumerated in Rule 702, a separate Main Card is to be made for each Volume-Periodicity.

7211 The Class Number in each such card being the same, all such cards are to be treated as a set of 'continued cards' as per Rule 0392.

7212 The entry in all but the last card of the set is to be 'closed for the publication' as provided in Rule 711351.

See examples in Chap 78.

722 Volume Number in Different Sequences

722 In the case of complexity of kind 22 enumerated in Rule 702 a separate main card is to be made for each sequence with the names of the series extra-polated before term "V" in the Volume Periodicity Section and the Holding Section.

7221 The Class Number in each such card being the same, all such cards are to be treated as a set of 'continued cards' as per Rule 0392.

7222 The entry in all but the last card of the set is to be 'closed for publication' as provided in Rule 71151.

See examples 350 to 359 given in Chap 786.

723 Volume Number Simultaneously in many Sequences

723 In the case of complexity of kind 23 enumerated in Rule 702, Rule 722 and its subdivisions are to be applied with the following modification:—

Wherever the numbering of volumes occurs, the number in the alternative sequence is to be interpolated after the one in the other sequence in circular brackets as in examples 343 to 361 given at the end Chap 786.

Which sequence is to be shown within brackets is a question to be decided according to the circumstances of each case,—according to the prominence given in the publication itself to one or other of the sequences.

www.dbraulibrary.org.in

CHAPTER 73

INTERRUPTED PUBLICATION

731 Suspension without Break in Volume Number

731 In the case of complexity of kind 31 enumerated in Rule 702, an additional section is to be added in crooked brackets consisting successively of—

- 1 the term 'no V in'; and
- 2 the year(s) corresponding to which there is no volume.

This complexity is of frequent occurrence. For example, the *Annual Report of the American Bison Society*, which started in 1905 as volume 1, is still continued, but there were no issues in 1921 and 1922.

Many periodicals seem to have suffered an interruption during the Great War. For example, the *Journal of the Association of Official Agricultural Chemists*, Washington D C, which started in 1915, has been regularly coming out as one volume per year except for the interruption during the years 1917-1919; with the result the number of the volume for 1920 is 3 and not 6. Again the *Isis* started by the History of Sciences Society, Washington D C in 1913 had to be suspended from July 1914 to August 1919; with the result, while the 1913 volume is numbered as 1, the volume for 1920 is numbered as 2 instead of 8. So also the *Carolina journal of pharmacy* started by the North Carolina Pharmaceutical Association in 1915 was suspended from 1918 to 1921; with the result, the volume for 1922 is numbered 4 instead of 8.

Here is a case of infantile mortality. The *Journal of the Portland Society of Natural History* whose first number of the

first volume came out in 1864 has not till now sent out a second number. Further, in the case of another Periodical emanating from the same body under the title *Proceedings*, 4 volumes have come out between the years 1862 and 1930. But the Society still continues to be active and nobody can prophecy that further volumes will not come.

Another case of what appears to be one of a long drawn out infantile mortality was characterised by actual resurrection a century later. "The Connecticut Academy of Arts and Sciences was organised and chartered by the State in the year 1799. In 1810 it issued the first part of Vol 1 of the *Memoirs of the Academy* . . . Part 2 of this volume appeared in 1811, Part 3 in 1813, and 4 in 1816 . . . Since 1816 papers read before the Academy have, to a considerable extent, found their way to be published through the *American journal of science* the first number of which was issued in August 1818." (71) As a matter of fact the very first article in N 1 of V 1 of the *American journal of science* is the *Essay on musical temperament* by Prof. Fisher of Yale College, which is published with the following note:—"From the MS. papers of the Connecticut Academy, now published by permission". The career of the *Memoirs of the Connecticut Academy of Arts and Sciences*, which took seven years to complete its first volume, was believed to have come to an end. As has been indicated in the passage already quoted, the *Memoirs* was published in the *American journal of science* from 1818 to 1865. In 1866, the Academy commenced its second Periodical under the title of *Transactions* and the "Memoirs" was published in it from 1866 to 1909. But to the surprise of all and even while the *Transactions* was still in progress and after an interval of nearly a century, V 2 of the *Memoirs* came out in 1910, thereby establishing a record in suspended animation. Unfortunately, however, it was not able to keep to time; and since the seventh volume came out in 1920 instead of 1915, nothing is yet known whether it is actually dead or has gone into another spell of suspended animation, though its younger sister, the *Transactions*, from which it broke away in 1910, still appears to be progressing quite normally.

Here are some examples of Main Entries relating to complexity of this kind:

Examples:—

308 *Avm73,N*

ISIS, (History of Science Society) (Washington D C).

[1 V per year. V 1— ; 1913-].

{ No V in 1914-19. }

This library has V 1-15; 1913-23.

309 *J:(E)m73,N*

JOURNAL, Association of Official Agricultural Chemists (Washington D C).

[1 V per year. V 1— ; 1915-].

{ No V in 1917-19. }

This library has V 1-16; 1915-33.

732 Suspension with Break in Volume Number

732 In the case of complexity of kind 32 enumerated in Rule 702, an Additional Note is to be added in crooked brackets, after the Section on Periodicity, consisting successively of—

- 1 the term "V not published"; and
- 2 the number(s) of the volume(s) not published.

This complexity does not occur as frequently as complexity of kind 31. But it is by no means absent. The *Transactions* of the "American Laryngological, Rhinological and Otological Society" exists only from volume 2 published in 1896. It appears that volume 1 was never published. Another case of this type is that of the *Proceedings* of the "Certified Milk Producers' Association of America" whose published volumes number from 3, dated 1910, volumes 1 and 2 not having been published.

Here is another queer case. In the case of the *Transactions* of the "American Otological Society," the first number of the first volume was issued only in manuscript and V 2 was published with the *Proceedings* of the "American Ophthalmological Society", with the result, the set of the *Transactions* does not have the second

volume and the first volume is incomplete. Again volumes 2 and 5-7 of the *Proceedings* of the "Potato Association of America" have not been published, though the other volumes have been coming out regularly.

In the case of the irregular Periodical called *Percolator* and published by the "Chemists' Club", New York City, the first five volumes were published in 1909-1922. From 1922-1925, numbers 56-62 of the publication came out without being assembled as volumes at all. But the numbers of 1926 claimed to form part of volume 8 of the publication. Similarly, the *Engineers bulletin* published by the "Colorado Society of Engineers" sent out its first 55 numbers between the years 1918 and 1922 and made no attempt to group them into volumes. But from 1923 onwards, the numbers coming out in a year are made into a volume, the 1923 volume being numbered the 7th volume.

Here is an example of the Main Entry for complexity of this type.

Example:—

310 A31m73,N

www.dbraulibrary.org.in

PROCEEDINGS, Certified Milk Producers' Association of America.

{1 V per year. V 3—; 1910- }.

{No V in 1918 and 1919. }

This library has V 3-16; 1910-33.

733 Clubbed Volumes

733 In the case of complexity of kind 33 enumerated in Rule 702, an Additional Note is to be added in crooked brackets after the Section on Periodicity, consisting successively of

either

1 the term 'V issued together'; and

2 groups of numbers separated by semicolons, each group consisting of the numbers of the volumes issued together in a single volume;

or

- 1 the term 'V bound together'; and
- 2 groups of numbers separated by semicolons,
each group consisting of the numbers of
the volumes bound together.

See examples 343 and 344 in Chap 786.

www.dbraulibrary.org.in

CHAPTER 74

CHANGE OF TITLE AND SPONSOR

741 Without Change in Sequence of Volume Number

741 In the case of complexity of kind 41 enumerated in Rule 702, a separate Main Card is to be made for each different title and heading.

7411 The Class Number in each such card being the same, the cards are to be treated as a set of 'continued cards' as per the Rules of Section 0791.

7412 The entry in all but the last card of the set is to be 'closed for publication' and also 'closed for the library' as provided in Rules 71135 and 71157.

Both the change of name of a Periodical Publication and the change of name of the body responsible for it occur rather frequently. It is very few publications that escape this complexity. A case is reported of a Society changing its name 41 times in 14 years. Sometimes the change of title is such as to tempt the classifier even to give a different Class Number. But the fact that the volumes are consecutively numbered or that there is a cumulative index covering all the titles prevents one from changing the Class Number to suit the change of title. This is illustrated in the examples given at the end of this chapter, and in the examples given at the end of these remarks.

Here are some less serious changes. 1905 saw the foundation of the "National Association of Cement Users" at Detroit, Michigan. In 1913, it had its name changed as "American Concrete Institute." It has been responsible for a Periodical,

which was called *Proceedings* from 1905 to 1913. *Journal* from 1914 to 1915 and again *Proceedings* since 1916. The numbers of all the volumes run, however, in one continuous sequence.

Again the "American Electro-therapeutic Association", founded in 1890, took over the Periodical *Medical library* which had been running its course from 1883 without a 'learned' god-father, changed its name to *Journal of electro-therapeutics*, but continued the old sequence in numbering the volumes. Thus the first volume of the *Journal of electro-therapeutics* came out in 1890 as volume 8. In 1902, the Publication was given another name and so volumes 20 to 33 (1902-1915) appeared under the more high sounding name *Journal of advanced therapeutics*. The way in which this name came to be adopted is told (72) by its editor in the following words:—

"At the annual meeting of the American Electro-therapeutic Association, held in Buffalo in 1901, as prospective Editor of the *Journal* and with the consent of the Publisher, the Association accepted the *Journal* under the Editor's management, as the Official Organ of the Association. Under that arrangement and with the co-operation of the leading members of the American Electro-therapeutic Association the first issue was prepared for January first, 1902. It was first decided that the *Journal* should appear thereafter as the American *Journal of Electrology and Radiology*, and an issue was prepared under that title. At the urgent request of the publisher, however, who wished to combine the *Journal* with another publication of his own, the name adopted and appearing in a second issue of the first volume was the *Journal of Advanced Therapeutics*."

However, the original idea, which seems to have been simmering in the mind of the Association, ultimately gained the upper hand and from 1916 to 1925, volumes 34 to 43 came out under the long title *American journal of electro-therapeutics and radiology*. But with volume 44 which came out in 1926, a further change in name led to the title *Physical therapeutics*, the name of the Association itself having been changed later in October 1929 into "American Physical Therapy Association" as if in conformity with this title,

as a result of merging itself with the "Western Association of Physical Therapy". God alone knows what further nomenclative future is lying hidden in the womb of time for this Periodical. The April issue of 1932 was the last number of this Periodical. A circular about it said: "PHYSICAL THERAPEUTICS, the official journal of the American Physical Therapy Association, will hereafter be incorporated by the ARCHIVES OF PHYSICAL THERAPY, X-RAY, RADIUM, the official journal of the American Congress of Physical Therapy, since the American Physical Therapy Association has merged its interests with those of the American Congress of Physical Therapy. . . . The unexpired part of your subscription is now assumed by the ARCHIVES OF PHYSICAL THERAPY, X-RAY, RADIUM and you will, commencing with the February, 1933 issue, receive the ARCHIVES for the unexpired term of your subscription to PHYSICAL THERAPEUTICS." All honour, however, for the consistency in the volume periodicity and the persistence in one and only one uninterrupted sequence of volume numbers.

Here is a more chequered career. 1895 saw the birth of the *New Jersey forester*. Even before the first volume was completed its name was changed as *Forester*. This name was allowed till the seventh volume came out in 1901, with this special event that the hospitality of its pages was thrown open in 1898 to accommodate the *Proceedings* of the "American Forestry Association," which Association had its old name 'American Forestry Congress,' assumed in 1882, changed in 1889. With volume 8 which came out in 1902, the Periodical was given the longer name *Forestry and irrigation*. But while in the middle of volume 14 and of year 1905, while only 8 of the issues of volume 14 had come out, it appears to have been paralysed. It was revived in 1908 under the title *Conservation*. But when it was revived it recollected its previous existence exactly and insisted that the first issue of the *Conservation* should be brought out as volume 14 number 9. But this incarnation was but shortlived, as it had to change again in 1910 and have its back gilted as *American forestry*, V 16-29 from 1910 to 1923. Again volume 30 which came out in 1924 brought with it another life for our many-lived publication under the more

comprehensive appellation *American forests and forest life*. We wish this hardy fellow many more births coupled with the correct memory of his sequence of volume numbers.

Sometimes the change in the name is very slight and imperceptible. For example, the Periodical which was known as *Journal of abnormal psychology and social psychology* from 1906 changed its name in 1926 to *Journal of abnormal and social psychology*.

Sometimes the learned societies themselves appear to be subject to slip of memory. For example, the "Illinois State Academy of Science" which started its career in 1907 began its *Transactions* even in its first year of life and is still continuing it. But from 1911 to 1917 it appears to have forgetfully named them as *Transactions of the Illinois Academy of Science*. It is not known who reminded it of the propriety of reinstating the 'State' at the proper place in 1918.

A more quixotic forgetfulness, on the part of a learned body, of its own name and a more vagarious change of the name of its only Periodical is illustrated by the following:—The Medical Association of Georgia saw the light of day in 1849. Immediately it started its Periodical and is, since then, sending out its volumes regularly at one per year. But look at the plethora of names appearing on the title pages of its volumes. Volumes 1 and 2 were called *Minutes of the proceedings of the Medical Association of Georgia*. Volumes 3 and 4 were called *Transactions of the Medical Society of the State of Georgia*. Volume 5 was given the name of the first born. Volumes 6 to 19 came out as the *Proceedings of the Georgia Medical Association*. Volumes 20 to 23 were called the *Transactions of the Georgia Medical Association*, while volumes 24 to 61 came out one after another regularly for 38 years under the uniform name *Transactions of the Medical Association of Georgia* and reached volume 61. As if this uniformity was too good to be continued any longer the Association changed the name of the Periodical to *Journal* in 1911 and further started a new sequence for numbering the volumes. Surely this idiosyncrasy would justify one crying out "Physician, heal thyself". But, for the poor cataloguer these vagaries mean writing no less than

7 Main Cards instead of one and perhaps no less than 9 Index Cards instead of two. Thus the cataloguer's work is increased fivefold. Are the managements of libraries sensitive to such woes of the librarian and disposed to increase the cataloguing staff fivefold? Their present attitude, however, appears to be one born of blissful ignorance of the complexities of cataloguing. Due to an unfortunate tradition, cataloguing is still looked upon by them as a feminine job for semi-literate persons. Perhaps, it is worth quoting the following from the *Five laws of library science* (73), "But the superior arrogance of those, who can more than read books, who feel competent to criticise literary style or have gained some acquaintance with a special department of knowledge, is more annoying. They imagine that anything in a library beyond their (own) scholarship, is manual, clerical and rather beneath their efforts, not knowing that they are yet only good material out of which librarians might be made. Not infrequently one comes across a bumptious upstart who has the cheek to say, 'What is there in *indexing*?' meaning by '*indexing*', *Cataloguing*. One only wishes that he was allowed to try his hand at '*indexing*' for a couple of months to discover for himself what a mess he is capable of making".

We shall conclude these remarks by writing the Main Cards in the case of a Periodical which has seen changes in its own name as well as in the name of its learned god-father.

Examples:—

311 L:4:7m73,M91

TRANSACTIONS, National Association of Railway Surgeons (United States of America).

[1 V per year; 1891-93].

This library has 1891-93.

continued in the next card.

312 L:4:7m73,M91

continued 1.

RAILWAY SURGEON, (National Association of Railway Surgeons) (United States of America).

[1 V per year. V 1-4; 1894-1897].

This library has V 1-4; 1894-1897.

continued in the next card.

313 L:4:7m73,M91

continued 2.

RAILWAY SURGEON, (International Association of Railway Surgeons)
(America).

1 V per year. V 5-10; 1898-1903].

This library has V 5-10; 1898-1903.

continued in the next card.

314 L:4:7m73,M91

continued 3.

RAILWAY SURGICAL journal, (American Association of Railway
Surgeons).

[1 V per year. V 11-27; 1904-1920].

This library has V 11-27; 1904-1920.

continued in the next card.

315 L:4:7m73,M91

continued 4.

SURGICAL JOURNAL, (American Association of Railway Surgeons).

[1 V per year. V 28-; 1921-].

This library has V 28-40; 1921-1933.

742 With Change in sequence of Volume Number

742 Cases of complexity of kind 42 enumerated in Rule 702 are to be treated on the analogy of Rule 741 and its subdivisions.

This complexity is as frequent as the preceding one. Here are some examples. What was organised in 1859 as the "Entomological Society of Philadelphia" has come to be known as the "American Entomological Society" since 1867; with the result, one of its Periodicals appears as *Proceedings of the Entomological Society of Philadelphia* from 1861 to 1867 and, since the latter date, is still coming out as the *Transactions of the American Entomological Society*, but with a different sequence of volume numbers.

Again the "American Geographical and Statistical Society" founded in 1854 changed its name in 1871 to the "American Geographical Society of New York". The metamorphosis in the name of one of the Periodicals commenced by it in 1859 is very interesting. The first two volumes were called the *Journal of the American Geographical and Statistical Society*. The third volume was published as the *Annual report of the Society*. The numbers

of volumes 4 to 32 appeared as *Bulletin* but were to be called *Journal* when bound. However, volumes 33 to 47 were permitted to have the same name as their constituents, viz *Bulletin*. This was till 1915. But in 1916 this Periodical came to be known as the *Geographical review* and as if in recognition of this drastic change in name, a new sequence was begun in numbering the volumes.

We may conclude this rule with the Main Entries of a Periodical with the complexity covered by this rule.

Examples:—

316 Lm73,M88

PROCEEDINGS, Chicago Medical Society.

[1 V per year. V 1-3(10); 1888-1891].

(V 3 not completed).

This library has V 1-3(10); 1888-91.

continued in the next card.

317 Lm73,M88

continued 1.

CHICAGO MEDICAL record, (Chicago Medical Society).

[1 V per year. V 1-2; 1891-92].

This library has V 1-2; 1891-92.

www.dbraulibrary.org.in

continued in the next card.

318 Lm73,M88

continued 2.

CHICAGO MEDICAL recorder, (Chicago Medical Society).

[1 V per year. V 3- ; 1893-].

This library has V 3-43; 1893-1933.

CHAPTER 75

AMALGAMATION

751 Continuation of Title and Volume Number

751 In the case of complexity of kind 51 enumerated in Rule 702, the title, which is continued, is to be given a new Main Card.

7511 The Class Number in the new Main Card being the same as in the earlier Main Card with the same title, they are to be treated as a set of "continued cards" as per the Rules of Section 0791.

7512 The entries in the Main Cards of all the amalgamated Publications including the earlier one of the continued title are to be 'closed for publication' and 'closed for the library' as provided in Rules 71135 and 71157.

7513 In the new Main Card an additional note is to be added after the Section on Periodicity and written within inverted commas, consisting successively of

- 1 the term "*Amalgamates*"; and
- 2 the call numbers and names of the other Periodical Publications amalgamated with it, the information about the different Publications being put in separate lines.

7514 In the last Main Card of each of the Periodical Publications mentioned in the additional note of

the new Main Card, an additional note is to be added after Section on Periodicity, consisting successively of

- 1 the term "*Amalgamated with*"; and
- 2 the Class Number and name of the Publication with which it is amalgamated.

752 Continuation of Title but not of Volume Number

752 Cases of complexity of kind 52 enumerated in Rule 702, are to be treated on the analogy of Rule 751 and its subdivisions.

Examples:—

319 Tm73,M9

EDUCATIONAL REVIEW (United States of America).

[2 V per year. V 1-76; 1891-1928].

(V 76 lacks the last two issues).

"*Amalgamated with*

Tm73,N1 SCHOOL AND society."

This library has V 1-76; 1891-1928.

320 Tm73,N1

SCHOOL AND society.

[2 V per year. V 1-27; 1915-1928].

This library has V 1-27; 1915-28.

continued in the next card.

321 Tm73:N1

continued

SCHOOL AND society.

[2 V per year. V 28- ; 1928-].

"*Amalgamates*

Tm73,M9 EDUCATIONAL REVIEW (United States of America) "

This library has V 28-33; 1928-1933.

Amalgamations occur fairly frequently. Sometimes they occur without notice and suddenly. Sometimes due notice is given. Or the amalgamation is explicitly brought to the notice of readers at least after the event. In some cases no such clue is given except for a slight change in the title. In the example given above, a long standing Periodical like the *Educational review* which had run its course over 76 volumes was put to the necessity, all on a sudden,

of getting into alliance with another youngster even while it was in the middle of a volume. The merging of this veteran with the comparatively youngster *School and society* has been described with a sigh of sorrow by Dr Frank Pierrepont Graves, New York State Commissioner of Education and President of the University of the State of New York who once nourished the *Educational review* for a few years (74).

"Does it not seem an unhappy circumstance that such a magazine should lose its identity? . . . Since, however, it has been decreed that the name and form should vanish, it is most fortunate that the spirit and substance are to be preserved in a journal that has so clearly won its way to educational leadership as *SCHOOL AND SOCIETY*."

This capacious *School and society* has absorbed also other educational periodicals, viz. *School journal* established in 1874 and the *Teachers' magazine* established in 1878. This information is not shown in the entries as the years of their amalgamation are not known.

www.digitallibrary.org.in

322 Tm73,M97

AMERICAN EDUCATION.

[1 V per year. V 1-32; 1897-1928].

(V 32 had only four issues).

"Amalgamated with

Tm73:M80 EDUCATION".

This library has V 1-32; 1897-1928

323 Tm73,M8

EDUCATION.

[1 V per year. V 1-48; 1880/81--1927/28].

This library has V 1-48; 1880/81--1927/28.

continued in the next card.

324 Tm73,M8

EDUCATION.

[1 V per year. V 49-; 1928/29--].

"Amalgamates

Tm73,M97 AMERICAN EDUCATION".

This library has V 49-52; 1928/29--1932/33.

continued.

In this case, the necessity for amalgamation seems to have arisen by the time the *American education* had issued the first four numbers of volume 32. But the fourth number of volume 32 had an explicit announcement in the following terms (75).

"With this December issue, AMERICAN EDUCATION ceases to exist as a separate magazine and is merged with EDUCATION. All unexpired subscriptions to AMERICAN EDUCATION will be filled to the end of the subscription date with copies of EDUCATION. Since the list price of EDUCATION is just twice that charged for AMERICAN EDUCATION we feel sure that our subscribers will appreciate this bargain in educational literature."

There are even more queer types of amalgamation and merging. Instead of the constituent journals giving up their identity, as has happened in the two preceding examples, the continuing periodical acts as a host and the amalgamated periodicals are treated as guests with their own individuality persisting in some form or another. Here are some examples:—The "Appalachian Mountain Club" founded in 1876 is conducting three Periodical Publications, viz, *Appalachia* commenced in 1876, *Register* commenced in 1879, and *Bulletin* commenced in 1907. The *Appalachia* had its independent existence from 1876 to 1921. From 1922 it appears merely as a number of the *Bulletin*. For instance the 1922 volume is N 5 of V 16 of the *Bulletin*. The *Bulletin* has also begun to play the host to the *Register*, by vacating another of its numbers for it.

Another example is that of the Periodical Publications published by the "Ohio Academy of Science" organised on 31 December 1891. It started its *Proceedings* in 1892 and this Periodical still continues regularly. The *Annual reports*, which appeared as an independent Serial from 1892 to 1902 and had its volumes numbered as 1-11, became part of *Proceedings* from 1903 onwards. So also the *Special papers*, whose first seven volumes appeared independently in the years 1899 to 1902, has now become a guest and the volumes of this guest, beginning from the eighth, are now to be found within the hospitable covers of the *Proceedings*.

Still another interesting case of amalgamation is that of *Journal*, *Bulletin* and *Ceramic abstracts* of the "American Ceramic Society"

which are all published under one cover but separately paged. Another complication in this case is that they together constitute the continuation of the *Transactions*. The Society was founded in 1899. From 1899 to 1917, it published the 19 volumes of its *Transactions*. In 1918 the *Transactions* was replaced by the *Journal*. In 1922 the *Bulletin* and the *Ceramic abstract*, came into existence but agreed to live as members of a joint family under the same cover as their elder sister, *Journal*, each signifying its individuality by having its own pagination. Long live this happy family free from any fratricidal propensity!

753 New Title and Old Class Number

753 In the case of complexity of kind 53, enumerated in Rule 702, the new title is to be given a new Main Card.

7531 If its Class Number be the same as for the earlier title whose numbering of volumes is continued under the new title it is to be treated on the analogy of the subdivisions of Rule 751.

75311 If the Class Number is different, it is to be treated on the analogy of the subdivisions of Rule 754.

754 New Title and New Class Number

754 In the case of complexity of kind 54, enumerated in Rule 702, the new title is to be given a Main Card.

7541 An Additional Note is to be added in it, within inverted commas, consisting successively of

- 1 the terms *Amalgamates*; and
- 2 the Class numbers and the titles of the Periodical Publications amalgamated in it, the information about the different publications being put in separate lines.

7542 The Entries in the Main Cards of all the amalgamated publications are to be 'closed for publications' and also 'closed for the library' as provided in Rules 71135 and 71157.

7543 An Additional Note is to be added in the last Main Card of each of the amalgamated publications, consisting, successively of

- 1 the term *Amalgamated in*; and
- 2 the Class Number and the title of the publication amalgamating it.

Examples:—

325 Gam73,N

BIOLOGICAL ABSTRACTS.

[1 V per year. V 1- ; 1927-].

"*Amalgamates*

G91am73,N ABSTRACTS OF bacteriology; and

Iam73,N BOTANICAL ABSTRACTS."

This library has V 1-7; 1927-33.

326 G91am73,N

ABSTRACTS OF bacteriology.

[1 V per year. V 1-10; 1917-26].

"*Amalgamated in*

Gam73,N BIOLOGICAL ABSTRACTS."

The library has V 1-10; 1917-26.

327 Iam73,N

BOTANICAL ABSTRACTS.

[1 V per year. V 1-7; 1912-26].

"*Amalgamated in*

Gam73,N BIOLOGICAL ABSTRACTS."

The library has V 1-7; 1920-26.

CHAPTER 76

SPLITTING UP

761 Class Number Continued by One

761 In the case of complexity of kind 61 enumerated in Rule 702, each of the Publications into which the original is split is to be given a new Main Card.

7611 The old Main Card and the Main Card of the Publication continuing the old Class Number are to be treated as a set of "continued cards" as per the Rules of Section 0791.

7612 The Entry in the old Main Card is to be 'closed for publication' and also 'closed for the library'; as provided in Rules 71135 and 71157.

7613 An Additional Note is to be added within inverted commas, in its old Main Card, consisting successively of

- 1 the term *Split partially into*; and
- 2 the Class Number and the title of each of the Publications, other than the one continuing the old Class Number, into which it is split, the information about each publication being given in separate lines.

7614 In the Main Card of each of the publications, other than the one continuing the old Class Number,

into which it is split, an Additional Note is to be added within inverted commas, consisting, successively of

- 1 the term *Split partially from*; and
- 2 the Class Number and the title of the original publication.

See examples 342 and 345 in Chap 786.

762 Class Number Continued by None

762 Complexity of kind 62 enumerated in Rule 702, is to be treated on the analogy of Rule 761 and its subdivisions, with the modification that the term "Split" is to be substituted for the term "Split partially" wherever it occurs.

Examples:—

328 Am42,M

JOURNAL, College of Science, Imperial University of Tokyo.

[Irregular. V 1-45; 1887-1925]. www.dbraulibrary.org.in

"Split into

Γm42,N2 JOURNAL, Faculty of Science, Imperial University of Tokyo, Section 1, etc.

Hm42,N2 JOURNAL, Faculty of Science, Imperial University of Tokyo. Section 2, etc.

Im42,N2 JOURNAL, Faculty of Science, Imperial University of Tokyo, Section 3, etc.

Km42,N2 JOURNAL, Faculty of Science, Imperial University of Tokyo, Section 4, etc.

Y7m42,N2 JOURNAL, Faculty of Science, Imperial University of Tokyo, Section 5, etc."

This library has V 1-45; 1887-1925.

329 Γm42,N2

JOURNAL, Faculty of Science, Imperial University of Tokyo, Section 1, Mathematics, astronomy, physics, chemistry.

[Irregular. V 1-; 1925/29—].

"Split from

Am42,M JOURNAL, College of Science, Imperial University of Tokyo."

This library has V 1; 1925/29—

The second volume of this Periodical had not been completed in 1934. That is why the number of the volume and the year of the second volume are not shown in the last line.

330 Hm42, N2

JOURNAL, Faculty of Science, Imperial University of Tokyo, Section 2, Geology, mineralogy, geography, seismology.

[Irregular. V 1-; 1925/27—]

"Split from

Am42, M JOURNAL, College of Science, Imperial University of Tokyo."

This library has V 1-2; 1925/27—1926/30.

331 Im42, N2

JOURNAL, Faculty of Science, Imperial University of Tokyo, Section 3, Botany.

[Irregular. V 1-; 1925/27—]

"Split from

Am42, M JOURNAL, College of Science, Imperial University of Tokyo."

This library has V 1-4; 1925/28—1932/33.

332 Km42, N2

JOURNAL, Faculty of Science, Imperial University of Tokyo, Section 4, Zoology.

[Irregular. V 1-; 1925/29—]

"Split from

Am42, M JOURNAL, College of Science, Imperial University of Tokyo."

This library has V 1-2; 1925/29—1929/31.

333 Y7m42, N2

JOURNAL, Faculty of Science, Imperial University of Tokyo, Section 5, Anthropology.

[Irregular. V 1 *-; 1925—].

"Split from

Am42, M JOURNAL, College of Science, Imperial University of Tokyo."

The library has V 1 *-; 1925—.

* Even the first volume of this Periodical had not yet been completed.

After the completion of the first volume the astericks will be rubbed off.

(The above note is, as it was added in 1934, to state the position then prevailing).

CHAPTER 77

SUPPLEMENT

771 Without Separate Pagination

771 In the case of complexity of kind 71 enumerated in Rule 702 the supplements are to be given Cross Reference Entries on the analogy of Rule 712.

The right side of the back of the Main Card, will indicate all the monographs and books that are caught up as part of the Periodical Publication.

772 With Separate Pagination

772 In the case of complexity of kind 72, enumerated in Rule 702, each monograph supplement or book is to be separated from the Periodical Publication and dealt with as an independent book.

7721 In the appropriate Main Cards of the Periodical Publication an Additional Note is to be added within inverted commas, consisting successively of

- 1 the term *For supplements see*; and
- 2 the Call Numbers of the separated books, written as separate sentences.

7722 In the Main Cards of the separated books, an appropriate Extract Note is to be added, as provided in Rule 5143 and its subdivisions.

7723 If a supplement of this kind chances to be bound with a volume of the Periodical Publication, it is to be dealt with as if it were of kind 71.

773 Supplementary Periodical Publication

773 In the case of complexity of kind 73, enumerated in Rule 702, the supplements are to be treated as independent Periodical Publications.

7731 In the corresponding Main Cards of the main publication, an Additional Note is to be added within inverted commas, consisting successively of

- 1 the term *Has as supplement*; and
- 2 the Class Numbers and the titles of the supplements, the information about each supplement being given in separate lines.

7732 In the Main Cards of the supplements, an Additional Note is to be added within inverted commas, consisting successively of

- 1 the term *Supplement to*; and
- 2 the Class Number and title of the main publication.

See example 362 in Chap 78.

774 If the supplements which have been treated as separate Periodical Publications or separate books are covered by the Cumulative Indexes of the Main Periodical Publication, the appropriate volumes of the cumulative indexes are to be provided (in some convenient and prominent form, say, by the insertion in the supplements of a written or typed or printed slip),

with the Class Numbers or the Call Numbers, as the case may be, of the separated supplements.

Examples:—

334 z44m44, N27

JOURNAL OF oriental research.

{1 V per year. 1-; 1927- [].

"For supplements see

P31,Dx1,1 N30,1

O15,2D35,26 N31

R641x4,3 15N32."

This library has V 1-7; 1927-33.

335 P31,Dx1,1 N30,1

TOLKAPPIYAM . . . , ed with comm in English by P S Subrahmanya Sastri. V 1. Eluttatikaram.

(Madras oriental series, 3).

"Supplement to

z44m44, N27 JOURNAL OF oriental research. V 2-4; 1928-1930."

61618

336 O15,2D35,26 N31

BHASA,

Vinavasavadattam with introd by S Kuppuswami Sastri.

(Madras oriental series, 2).

"Supplement to

z44m44, N27 JOURNAL OF oriental research V 1, 3-5; 1927, 1929-1931."

61617

337 R641x4,3 15N32

MANDANA MISRA.

Vibhramaviveka, ed by S Kuppuswami Sastri and T V Ramachandra Dikshitar.

(Madras oriental series, 1)

"Supplement to

z44m44, N27 JOURNAL OF oriental research. V 1; 1927."

61616

CHAPTER 78

COMBINATION OF COMPLEXITIES

781 Introduction

WE have so far followed the practice of pure mathematicians and dealt with each type of complexity in isolation, just for facilitating the development of the subject. But it is well known that, in actual life, it is seldom that difficulties come in such mathematical simplicity. So also it is seldom that a primary complexity occurs singly all by itself, in actual practice. Complexities appear, on the other hand, in all conceivable combinations. In such cases all the appropriate notes are to be added as indicated in the succeeding rules. It may be recalled here that the following kinds of sections and notes are possible:—

- 1 Section on Periodicity, enclosed in square brackets;
- 2 Series Note, enclosed in circular brackets;
- 3 Complexity Note, enclosed in crooked brackets;
- 4 Notes relating to Amalgamation, Split up, and Supplement, each enclosed within inverted commas; and
- 5 Holdings Section, not enclosed in any way.

782 All the appropriate Sections and Notes are to be added in the first card and in each of the continued cards, as the case may be, to the extent warranted.

783 The Section on Periodicity is to be the First Section after the Title Section, in each card.

784 The Holdings Section is to be the Last Section, in each card.

785 The Notes on Complexities—Amalgamation, Split up, and Supplements—are to be written before the Holdings Section, in their chronological sequence.

786 Each Note is to be written as a Separate Section.

Examples:—

338 Am56,K,1

ABSTRACTS of the papers printed in the philosophical transactions, Royal Society of London.

[Irregular. V 1-4; 1800/14—1837/43].

This library has V 1-4; 1800/14—1837/43.

continued in the next card.

339 Am56,K,1

Continued 1.

ABSTRACTS of the papers, Royal Society of London.

[Irregular. V 5-6; 1843/50—1850/54].

This library has V 5-6; 1843/50—1850/54.

Continued in the next card.

340 Am56,K,1

Continued 2.

PROCEEDINGS, Royal Society of London.

[Irregular. V 7-75; 1855/56—1904/05].

"Split partially into www.dbraulibrary.org.in

Gm56,K,1 PROCEEDINGS, SERIES B, Royal Society of London."

This library has V 8-53; 1856/57—

Continued in the next card.

341 Am56,K,1

Continued 3.

PROCEEDINGS, SERIES A, Royal Society of London.

[Irregular. V 76- . 1905-].

This library has V 115-142. 1927-33.

342 Gm56,K,1

PROCEEDINGS, SERIES B, Royal Society of London.

[Irregular. V 76- . 1905-].

"Split partially from

Am56,K,1 PROCEEDINGS, Royal Society of London."

This library has 77-95, 101-113, 115-142; 1905/06—1923, 1927-33.

343 Bm44,N

JOURNAL, Indian Mathematical Club.

[1 V per year. V 1-2; 1908-10].

[No V for 1909].

{ Bound together V 1-2. }

This library has V 1-2; 1908-10.

Continued in the next card.

344 Bm44,N

Continued 1.

JOURNAL, Indian Mathematical Society.

[1 V per year. V 3-14; 1911-22].

{ *Bound together* V 3-4, 5-6, 7-8, 9-10, 11-12, 13-14. }

This library has V 2-14; 1911-22.

Continued in the next card.

345 Bm44,N

Continued 2.

JOURNAL, Indian Mathematical Society.

[1 V for two years. V 15- ; 1923/24-1931/32].

" Each V from V 16 has as supplement

Bp44,N REPORT, Indian Mathematical Conference".

" Split partially into

Bm44,N,1 MATHEMATICS STUDENT, (Indian Mathematical Society)".

This library has V 15-19; 1923/24-1931/32.

346 Bm44,N,1

MATHEMATICS STUDENT, (Indian Mathematical Society).

[1 V per year. V 1- ; 1933-].

" Split partially from

Bm44,N JOURNAL, Indian Mathematical Society".

This library has V 1- ; 1933- .

347 Bp44,N

www.dlrf.org.in

REPORT, Indian Mathematical Conference.

[1 V for two years. V 4- ; 1924-].

{ V 4 and 5 bound with Bm44,N JOURNAL, Indian Mathematical Society, V 15 and 16 respectively. }

{ V 1-4 not separately published, but included in Bm44,N JOURNAL, Indian Mathematical Society, V 9,11, 13 and 15. }

" Supplement to

Bm44,N JOURNAL, Indian Mathematical Society."

This library has V 5-7; 1924-1931.

348 Cm55,L

ANNALEN DER Physik.

[3 B per year. B 1-30, 31-60 (=Neue F: B1-30); 1799-1819].

This library has B 1-30, 31-60 (=Neue F: B 1-30); 1799-1819.

Continued in the next card.

349 Cm55,L

Continued 1.

ANNALEN DER Physik und der physikalischen Chemie.

[3 B per year. B 61-76 (=Neuste F:B 1-16); 1819-24].

This library has B 61-76 (=Neuste F:B 1-16); 1819-24.

Continued in the next card.

350 Cm55,L

Continued 2.

ANNALEN DER Physik und Chemie.

[3 B per year. B 1-11 (= Ganzen F: 77-87); 1824-27].

"Each of the V has an alternative title-page giving the title as ANNALEN DER Physik".

This library has B 1-11 (= Ganzen F: 77-87); 1824-27.

Continued in the next card.

351 Cm55,L

Continued 3.

ANNALEN DER Physik und Chemie.

[3 B per year. B 12-30 (= Ganzen F: 88-106); 1828-33].

This library has B 12-30 (= Ganzen F: 88-106); 1928-33.

Continued in the next card.

352 Cm55,L

Continued 4.

ANNALEN DER Physik und Chemie.

[3 B per year. B 31-60 (=R:2: B 1-30 = Ganzen F: 107-136); 1834-43].

"Has as supplement

Cm55:L,1 ANNALEN DER Physik und Chemie, Ergänzungsband".

This library has B 31-60 (=R:2: B 1-30 = Ganzen F: 107-136); 1834-43.

Continued in the next card.

353 Cm55,L

Continued 5.

ANNALEN DER Physik und Chemie.

[3 B per year. B 61-90 (=R 3: B 1-30 = Ganzen F: 137-166); 1844-53].

"Has as supplement

Cm55:L,1 ANNALEN DER Physik und Chemie, Ergänzungsband".

This library has B 61-90 (=R 3: B 1-30 = Ganzen F: 137-166); 1844-53.

Continued in the next card.

354 Cm55,L

Continued 6.

ANNALEN DER Physik und Chemie.

[3 B per year. B 91-120 (=R 4: B 1-30 = Ganzen F: 167-196); 1854-63].

"Has as supplement

Cm55:L,1 ANNALEN DER Physik und Chemie, Ergänzungsband".

This library has B 91-120 (=R4: B 1-30=Ganzen F: 167-196); 1854-63.

Continued in the next card.

- 355 Cm55,L Continued 7.
 ANNALEN DER Physik und Chemie.
 [3 B per year. B 121-150 (=R 5; B 1-30 = Ganzen F: 197-226);
 1864-73].
"Has as supplement
 Cm55:L,1 ANNALEN DER Physik und Chemie, Ergänzungsband."
 This library has B 121-150 (=R 5; B 1-30 = Ganzen F: 197-226);
 1864-73.
Continued in the next card.
- 356 Cm55,L Continued 8.
 ANNALEN DER Physik und Chemie.
 [3 B per year. B 151-160 (=R 6; B 1-10 = Ganzen F: 227-236);
 1874-77].
"Has as supplement
 Cm55:L,1 ANNALEN DER Physik und Chemie, Ergänzungsband,"
 and C p7M".
 This library has B 151-160 (=R 6; B 1-10 = Ganzen F: 227-236);
 1874-77.
Continued in the next card.
- 357 Cm55,L Continued 9.
 ANNALEN DER Physik und Chemie.
 [3 B per year. Neue F: B 1-69 (= Ganzen F: 237-305); 1877-1899].
"Has as supplement
 Cm55:L,1 ANNALEN DER Physik und Chemie, Ergänzungsband."
 This library has Neue F: B 1-69 (= Ganzen F: 237-305); 1877-1899.
Continued in the next card.
- 358 Cm55,L Continued 10.
 ANNALEN DER Physik.
 [3 B per year. F4: B 1-87 (= Ganzen R: 306-392); 1900-1928].
 This library has F 4: B 1-87 (= Ganzen R: 306-392); 1900-1928.
Continued in the next card.
- 359 Cm55,L Continued 11.
 ANNALEN DER Physik.
 [3 B per year. F 5: B 1-3 (= Ganzen R: 393-395); 1929].
 This library has F 5: B 1-3 (= Ganzen R: 393-395); 1929.
Continued in the next card.
- 360 Cm55,L Continued 12.
 ANNALEN DER Physik.
 [4 B per year. F 5: B 4-15; (= Ganzen R: 396-407); 1930-1932].
 This library has F 5: B 4-15; (= Ganzen R: 396-407); 1930-1932.
Continued in the next card.

361 Cm55,L

Continued 13.

ANNALEN DER Physik.

[3 B per year. F 5: B 16-19; (= Ganzen R: 408-411); 1933-].

This library has F 5: B 16-19; (= Ganzen R: 408-411); 1933- .

362 Cm55,L,1

ANNALEN DER Physik und Chemie, Ergänzungsband.

[Irregular. B 1-8; 1842-1878].

"Supplement to

Cm55,L ANNALEN DER Physik und Chemie".

This library has B 1-8; 1842-1878.

363 C p7M

ANNALEN DER Physik und Chemie, Jubelband dem hrsg J C Poggen-
dorff, etc.

"Supplement to

Cm55,L ANNALEN DER Physik und Chemie".

5001

www.dbraulibrary.org.in

CHAPTER 7D

DICTIONARY CATALOGUE

7D1 Main Entry

THE Main Entry of a simple Periodical Publication in the Dictionary Catalogue will differ from that in the Classified Catalogue only in one respect.

The Heading will occupy the Leading Section. The Class Number will form the penultimate Section, that is, the last section in the front side of the card.

Example:—

- 364 ANNALS OF Botany.
 www.dbnl.org/years/g.1- ; 1887- 1.
 This library has V 1-47; 1887-1933.

Im56,M8

7D2 Subject Analytical Entry

The Rule for the Subject Analytical Entry of a volume of a Periodical containing only a single work or a Festschrift or forming a special volume in any other sense, admitting of its being looked upon as a Simple or Ordinary Composite Book, is analogous to Rule 7121.

Example:—

- 365 COMMEMORATION VOLUME on the occasion of the twentieth anniversary of the foundation of the Calcutta Mathematical Society in 1928.

See

BULLETIN, Calcutta Mathematical Society.
 V 20; 1928.

Bm44,N0 N28

- 366 TAITTIIRIYA-PRĀTISĀKHYA.

See -

JOURNAL, American Oriental Society.
 V 9; 1871.

z4m73,M MT1

7D3 Other Matters

The Index Entries are to be given according to Rule 73 and its subdivisions. The Tracing Section of the Main Entry, the Alternative Name Entries and the Entry for Cumulative Index are to be on the analogy of the Rules 716 and 76, with the usual adjustments demanded by the Dictionary Catalogue.

7D4 Complex Periodical

The only difference between a Dictionary Catalogue and a Classified Catalogue arises from the fact that the Leading Section is occupied by the Title of Periodical Publication in the former and by its Class Number in the latter. Consequently the only Kind of Complexity which will call for a different rule in the Dictionary Catalogue is "Change of Title". In that case, the entries for the different titles assumed by the same Periodical Publication at different times will be scattered in the Dictionary Catalogue, whereas they will all be kept together in the Classified Catalogue by their having the same Class Number. The Classified Catalogue is, therefore, able to manage the complexity due to change of title, by merely providing for continued Cards. But in the Dictionary Catalogue, this simple procedure is not available. Therefore, the following set of alternative Rules are prescribed.

7D41 In the case of Complexity of Kind 41 enumerated in Rule 702 or of change of title arising in any other way, the Basic Main Card for the Periodical Publication as a whole is to use its original Title as the Heading. It is to give the Periodicity of Volume Section, the full holdings of the library and the Class Number, ignoring all changes in Title. The right end of its last line is to contain the directing words "*For details see the next card*".

7D411 The first 'Continued Card' is to be the Main Entry for those volumes which retain the original

Heading and Title and it must be 'closed for publication'.

7D4111 The first 'Continued Card' is to give the following additional sections:

- 1 the Directing Element "*For continuation see*";
- 2 the Heading, a full stop, and the specification of Holdings for the second Title with which the Periodical Publication was continued; and
- 3 a section similar to the above for each of the later Titles with which it was continued.

7D42 A Main Card is to be written for each different Title of the Periodical Publication, beginning with the second.

7D421 The entry for all but the last Heading and Title is to be 'closed for publication'.

7D422 Each of the Main Entries mentioned in Rule 7D42 is to be given the following additional sections:—

- 1 the Directing Element "*For earlier Title(s) see*";
- 2 a Section for each of the earlier Titles written on the analogy of Rule 7D4111.
- 3 the Directing Element "*For continuation(s) see*"; and
- 4 a Section for each of the later Titles written on the analogy of Rule 7D4111.

Provided that 3 and 4 are to be omitted in the case of the last Title of the Periodical Publication.

Example:—

BASIC MAIN ENTRY

- 367 TRANSACTIONS, National Association of Railway Surgeons (United States of America).

[1 V per year. 1891-].

(Volume-numbering began only in 1894).

This library has 1891-1893; V 1-40; 1894-1933. L:4:7m73,M91

For details see the next card.

- 368 TRANSACTIONS, National Association of Railway Surgeons (United States of America).

[1 V per year. 1891-93].

L:4:7m73,M91

For continuations see

RAILWAY SURGEON, (National Association of Railway Surgeons) (United States of America). V 1-4; 1894-97.

RAILWAY SURGEON, (International Association of Railway Surgeons) (America). V 5-10; 1898-1903.

RAILWAY SURGICAL journal, (American Association of Railway Surgeons). V 11-27; 1904-20.

SURGICAL JOURNAL, (American Association of Railway Surgeons). V 28-40; 1921-33.

MAIN ENTRIES FOR CHANGED TITLES

- 369 RAILWAY SURGEON, (National Association of Railway Surgeons) (United States of America).

[1 V per year. V 1-4; 1894-97].

This library has V 1-4; 1894-97.

L:4:7m73,M91

For earlier Title see

TRANSACTIONS, National Association of Railway Surgeons (United States of America). 1891-93.

For continuations see

RAILWAY SURGEON, (International Association of Railway Surgeons) (America). V 5-10; 1898-1903.

RAILWAY SURGICAL journal, (American Association of Railway Surgeons). V 11-27; 1904-20.

SURGICAL JOURNAL, (American Associations of Railway Surgeons). V 28-40; 1921-33.

- 370 RAILWAY SURGEON, (International Association of Railway Surgeons)
[1 V per year. V 5-10; 1898-1903].

This library has V 5-10; 1898-1903.

L:4:7m73,M91

For earlier Titles see

TRANSACTIONS, National Association of Railway Surgeons (United States of America). 1891-93.

RAILWAY SURGEON, (National Association of Railway Surgeons) (United States of America). V 1-4; 1894-97.

For continuations see

RAILWAY SURGICAL journal, (American Association of Railway Surgeons). V 11-27; 1904-20.

SURGICAL JOURNAL, (American Association of Railway Surgeons). V 28-40; 1921-33.

- 371 RAILWAY SURGICAL journal, (American Association of Railway Surgeons).

[1 V per year. V 11-27; 1904-20].

This library has V 11-27; 1904-20.

L:4:7m73,M91

For earlier Titles see

TRANSACTIONS, National Association of Railway Surgeons (United States of America). 1891-93.

RAILWAY SURGEON, (National Association of Railway Surgeons) (United States of America). V 1-4; 1894-97.

www.digitallibrary.org.in

RAILWAY SURGEON, (International Association of Railway Surgeons) (America). V 5-10; 1898-1903.

For continuation see

SURGICAL JOURNAL, (American Association of Railway Surgeons). V 28-40; 1921-33.

- 372 SURGICAL JOURNAL, (American Association of Railway Surgeons).

[1 V per year. V 28- ; 1921-].

This library has V 28-40; 1921-33.

L:4:7m73,M91

For earlier Titles see

TRANSACTIONS, National Association of Railway Surgeons (United States of America). 1891-93.

RAILWAY SURGEON, (National Association of Railway Surgeons) (United States of America). V 1-4; 1894-97.

RAILWAY SURGEON, (International Association of Railway Surgeons) (America). V 5-10; 1898-1903.

RAILWAY SURGICAL journal, (American Association of Railway Surgeons). V 11-27; 1904-20.

CHAPTER 7Y

·DESIDERATA

7Y1 The New World

It can be easily realised that the task of dealing with Periodical Publications is no light one. But it is the Periodical Publications that form the very breath of the research activities of a community. Hence, there has been a healthy co-operation in most countries among the library profession, the learned societies, the universities, and the government, in facilitating the work of individual libraries and securing that accuracy of information in the library catalogues, which is so essential to the advancement of research. Such a co-operation has resulted in the production of many bibliographical aids in several countries. A fairly long list of such bibliographical sources is to be found in pp 76-119 of the *Guide to the cataloguing of the serial publications of societies and institutions*, ed 2, published by the Library of Congress in 1931. While some of these sources are of indifferent worth, there are some which are remarkable for their thoroughness and accuracy. One such example is the *Handbook of learned societies and institutions: America* published in 1908 as Number 39 of its publication series by the Carnegie Institution of Washington in co-operation with the Library of Congress. Another such example is the *Handbook of scientific and technical societies and institutions of the United States and Canada* published in 1930 as Number 76, of the Bulletin of the National Research Council of the United States.

7Y2 India Then and Now

India is yet to produce a similar handbook. The absence of it is acting as a serious handicap in all libraries that aim at thoroughness in cataloguing, and promptness and efficiency in

service. While some of the western countries had started quite an appreciable number of periodical publications even in the eighteenth century, India followed in their wake only in the nineteenth century; and this too due largely to the pioneering efforts of the western scholars working in India. But, during the present century, the fashion of floating periodical publications and forming learned bodies has passed into the hands of the sons of the soil and a very vigorous output is becoming the result. Since 1947, the year of independence, we are having a flood of periodical publications being floated from year to year. These are all prone to all the usual infanticides, marriages, divorces, paralytic strokes, deaths, resurrections and other ills that befall such publications. The work of libraries in dealing with them is further complicated by the slowness in the emergence of a well-organised library profession, publishing trade, and book-selling trade.

7Y3 Help from Abroad

In every enlightened country men illustrious for talent, worth, and knowledge, professional organisations of librarians and bibliographers, associations of publishers and booksellers, the learned societies themselves, the universities, the State and certain quasi-governmental bodies, like National Research Councils, specially established to function as the nation's heralds of research and organisations like the Carnegie Institution of Washington and the Smithsonian Institution privately endowed for a similar purpose, are pooling their intellectual and material resources together and following a national programme to disentangle all such bibliographical knots. From their work, our country reaps and will for long continue to reap an abundant harvest of information; nor should any narrow national pride induce us to reject such an offering.

7Y4 Help from Within

But can we offer nothing in return? How long is our international civic conscience to be satisfied with this oneway flow of bibliographical service? In activity of intellect, and fertility of resource and invention, producing a highly intelligent population, I believe, we have no reason to shrink from a comparison with

any country. But devoted selfless workers, inspired by *esprit de corps* and characterised by an academic temperament, appear to be now comparatively few; they are, however, rapidly increasing in number; and notwithstanding the lower feelings and impulses fed by personal, linguistic, provincial, communal and racial causes, signs are not altogether wanting of the emergence of a predisposition towards an amicable relation among fellow workers and a concentration of effort—witness for example the formation of an Indian Academy of Sciences and an Indian Library Association—an amicable disposition and a concentration of effort, to which will be attracted the efficient support of talent, knowledge and money, and from which we may hope for the happiest results, in the advancement both of our research and of our reputation in the world of learning.

7Y5 First Effort

The Second Conference of the Indian National Commission for Co-operation with UNESCO, held in New Delhi on 14 March 1951, adopted my resolution recommending the inclusion of a retrospective directory of Asian Periodical Publications in the agenda for the proposed Conference of National Commissions to be held at Bangkok in November 1951. This resolution was also adopted by the said Second Regional Conference of UNESCO National Commissions in South Asia and South Specific held at Bangkok from 26 November to 10 December 1951. This project was further approved by Unesco's Provisional International Committee on Bibliography and Documentation held at Paris from 21 to 25 April 1952. The project was divided into two parts—1 for periodicals; and 2 for Serials. The former was assigned to me and the later to P K Garde. Garde's *Directory* has been already published (76). My project was completed in March 1955. But Unesco has not yet published it. At its meeting held in Paris from 10 to 13 December 1957, the International Advisory Committee on Bibliography of Unesco, "discussed the as yet unpublished Retrospective bibliography of Asian learned periodicals. It heard with interest the Indian member's suggestion that the Library Association of his country might be able to publish this

work. The Committee proposed that if the publication was not sponsored by the Indian Library Association or any other body, the work should be microfilmed and copies made available" (77). *This Retrospective bibliography of Asian learned periodicals* contains the results of the spade work done by me in the direction of the fulfilment of my own appeal made in 1934 and incorporated in Section 7Y4. If that book is printed and published, it may lead to a closer approximation being taken up by some enthusiastic worker. This important purpose will not be served, if it is merely microfilmed. From the point of view of the completion of the work for which an appeal has been made in Section 7Y5, it is necessary to print the *Retrospective directory*. I very much wish that the Indian Library Association carries out the suggestion contained in the proceedings of the Paris Meeting quoted above, as, for some strange reason, the International Bibliographical Committee appears to evade the publications of this retrospective bibliography and my report on Asian names.

www.dbraulibrary.org.in

Part 8

CATALOGUES AND LISTS OF
OTHER KINDS

Downloaded from www.dbraulibrary.org.in

CHAPTER 80

SUPPLEMENT TO THE CODE

800 Introduction

Apart from the conventional library catalogue, there are also other kinds of catalogues and of catalogue-like lists to be prepared by the library profession. These belong to levels beyond that of a specific library. Union Catalogue is one such list. As the name implies, it is the catalogue of the holdings of a number of libraries. Bibliography of books, or of micro thought in the form of articles in periodicals, or of both, is another such list. Even at the level of a specific library, it may be necessary to catalogue non-conventional documents of all kinds, described in Rules 13394 to 13398. Even conventional documents, such as those mentioned in Rules 1337, and 13391 to 133931, will require a slightly different kind of treatment from that of the conventional books and periodicals. In all these cases, the Code contained in the earlier Parts of this book will be applicable. But each of the other kinds of catalogues, catalogue-like lists, and documents will call for Supplementary Codes of their own.

801 Union Catalogue of Books

A Union Catalogue has been defined in Rule 1512. A Union Catalogue of Books available in the libraries

of a country, or a region, or a locality, should obviously mention in the Main Entry of a book the names of the libraries in which a copy of it is available. This will imply the addition of a new Section to the Main Entry of each book. We may call it the **Holdings Section**. This section should mention all the libraries having a copy of the book described in the Main Entry concerned. This is best done by having a Continuation Card, containing the Code Numbers of all the participating libraries. Some mark will have to be put against the Code Numbers of the libraries having a copy. Chapter 81 deals with this problem.

8011 ROUTINE FOR HOLDING SECTION

But the routine for keeping the Holdings Section up to date is by no means easy. Each participating library has to inform the Union Catalogue Centre of each of the new books accessioned and of the old books weeded out from time to time. This information should be incorporated in the Holdings Section of the Main Entry of the book in the Union Catalogue. It is usually found that the cost of this routine is out of proportion to the return it gives. Therefore, it is seldom that the Union Catalogue Centre is able to provide sufficient man-power to absorb all the information received from all the participating libraries from time to time. As a result, the Holdings Section is invariably left in arrears. Further, there can be no effective mechanism to make all the participating libraries prompt in sending their respective reports.

For, the cost of preparing and sending the reports is also considerable. The National Central Library of Great Britain has had considerable experience in this matter. It is continuously trying to restrict the coverage of its Union Catalogue, both in respect of area, of the period of coverage, and of reading materials (79). The succeeding sections describe some ways of restriction.

8012 RESTRICTION IN AREA

The smaller the area, the greater the chance for the Union Catalogue to be kept up to date. Even more than area, it is the number of participating libraries that really counts. Therefore, the optimum area for a Union Catalogue of books depends upon the state of library development of a country. Though the area of India is many times greater than that of England, perhaps England will have to split up its National Union Catalogue into a greater number of Regional Union Catalogues, than India will have to do at present. Some experimental study deserves to be made to arrive at the optimum conditions for the practicability and usefulness of a Union Catalogue. It will take us too far from the scope of this book to indicate the factors that should figure in such an experimental study. The Unesco took up this problem in 1952; but the work done was not thorough. However, the result of the project set up by it marks perhaps the first step in the direction. It gives a descriptive account of some of the current practices (80).

8013 RESTRICTION IN READING-MATERIALS

The smaller the quantity of different books to be covered by the Union Catalogue, the greater the chance for Union Catalogue to be kept up to date. Various ways of restricting the nature of the reading materials covered are possible. One way is to restrict the coverage to those whose published price is above a prescribed minimum. Another way may be to restrict the coverage of home-produced books to the worthwhile ones published in a limited edition—that is whose number of published copies is below a certain prescribed minimum. A third way is to restrict the coverage of the Union Catalogue to foreign books imported into the country.

www.dbrailibrary.org.in

8014 ORGANISATIONAL IMPROVEMENT

The need for restriction of coverage can be minimised considerably by a proper organisation at the national and international levels. During my visit to London in May 1957, I was very gratified to find an excellent experiment being set on foot by A J Wells, the editor of the *British national bibliography*. His organisation for the supply of printed catalogue cards is almost perfect. The master stencil he cuts for the catalogue card and the punched cards he produces for supplying printed cards to various libraries had given him a suggestion to make use of these materials in helping the Union Catalogue Centre with information for the Holdings Section, at nearly no cost (81). The

results of this venture should be watched with interest. As soon as sufficient experience and quantitative data are available, it should be possible for many countries to profit by this British experience.

8015 PRE-NATAL CATALOGUING

If Pre-Natal cataloguing is practised by the National Central Library of a country with one language or by the Regional or State Central libraries of a polyglot country, the maintenance of Union Catalogue will be made not only easy and prompt, but also cheap. If such Pre-Natal cataloguing is practised by all countries, the Union Catalogue will be made equally easy even for foreign books. The organisation necessary for this has been described in my *Heading and canons* (82).

www.dbraulibrary.org.in

802 Union Catalogue of Learned Periodicals

From the point of view both of economy and of the conservation of the research-potential of a country, a Union Catalogue of Learned Periodicals is of even greater importance than one of books. Moreover, its area of coverage can be larger than for books. The routine of reporting to the Union Catalogue Centre is far less arduous. The master Union Catalogue should be kept in cards to have all the advantages of their mobility of card-form and of their being thus kept perpetual. But, to facilitate use by libraries and others, the Union Catalogue of Learned Periodicals should also be printed in book form at convenient intervals. Therefore, Chapter 82 is giving its rules primarily for a Printed Catalogue in book form. It is based on the experience gained from 1949 to 1953 in producing a Union Catalogue for the South Asian region (83).

803 National Bibliography

The term 'National Bibliography' may denote a list of all the documents with independent physical existence (which will hereinafter be denoted by the term 'Book.'),

- 1 produced within the country; or
- 2 on the country, whether produced within or outside the country; or
- 3 by the nationals of the country, whether produced within or outside the country; or
- 4 on the country and on the nationals of the country; whether produced within or outside the country; or
- 5 on the thought created in the country, whether produced within or outside the country.

Chapter 83 is restricted to the species 1 mentioned above.

8031 VALUE TO POSTERITY

National Bibliography, a country owes to its posterity. It is a cultural necessity. Viewed from this angle, a National Bibliography is a list or a catalogue of all the books produced in the country from time to time. It is a list of the intellectual deposit of the country all through time.

8032 CURRENT VALUE

National Bibliography has even greater current value than the deferred value to posterity. It forms the best and the most reliable source for book-selection for the libraries within the country and outside. It has therefore to include in each Main Entry the format, the collation, the name of its place of publication, the name of the publisher, the year, the published price, and a serial number for facilitating the preparation of book-orders. In my visit to the office of the BNB (British National Bibliography) in 1956, I learnt that the booksellers desire a title entry for each book included in the National Bibliography even for an expressive or tell-tale title. To facilitate book-selection by either a library, or a book-seller, or a reader, it should be in the form of a classified catalogue. Such a form will also facilitate studies in book-survey. Chapter 83

gives Supplementary Rules on the printed book-form of a National Bibliography.

8033 PERIODICITY

To serve the current purposes mentioned in Section 8032, it is necessary to publish a National Bibliography on a periodical basis. The period is to be determined on the basis of economy of publication. If the annual book-production of a country or a state is not below 10,000, a weekly issue should be possible. If the annual out-put is below 10,000 but not below 3,000, a monthly issue should be possible. If it is below 1,000, a quarterly issue should be possible. If it is far below 1,000, only an annual issue or a half-yearly issue may be possible. In India there are linguistic regions answering perhaps all the above periods of issue. Apart from the period of primary issue, there should also be periodical cumulations. They may have to be brought out every three months or at least every year. The BNB finds it worthwhile to cumulate the Index Part every month, though it cumulates the Classified Part only once in three months. It may be desirable to have also 5-yearly or 10-yearly cumulations. The British organisation for National Bibliography has some message on the organisation of the work along economical lines (84).

8034 LANGUAGE AND SCRIPT

It goes without saying that the favoured language and script for a National Bibliography should be the language and the script of the country. This is for a country with one language. On the other hand, in a polyglot country like India, the National Bibliography will have to be a composite one. It should be merely an assemblage of the different Linguistic Bibliographies. These should be published by the State Central Libraries of the different linguistic regions. These should be in the languages and the scripts of the respective regions. A considerable quantity of books is also produced in India in English and in Sanskrit. These are best listed in separate fascicules of their own, for India as a whole. These should be published by the National Central Library. Thus the Indian National Bibliography should consist of an assemblage

of fascicules or volumes corresponding to each of the languages in which books are produced in the country. This is very much like an International Bibliography of Books being merely an assemblage of the National Bibliographies, each in its own language and script. The two pilot fascicules of Indian National Bibliography—one arranging the Main Entries by the Decimal Numbers and the other by the Colon Numbers, to facilitate comparative study by a wide circle of competent librarians—produced in 1957 are in Roman script. This is partly forced on them, as they seek to include the books in all the Indian languages in one fascicule and in one sequence (85). This is wrong, unhelpful, and wasteful. This problem has been discussed in detail in my *Indian National Bibliography* (86).

804 Abstracting Periodical

The enormous increase in the number of learned periodicals has made an Abstracting Periodical, or at least in Indexing Periodical, a necessity. Such a periodical goes a long way in conserving the research-potential of the world. It can help in the avoidance of the diversion of research ability in an unwanted and unintended duplication of effort in the pursuit of a problem. Thus we can have the benefit of Research-in-Series, instead of the wastage inevitable in Research-in-Parallel. There are already about 500 Abstracting or Indexing Periodicals in the world. Unesco is taking interest in co-ordinating the world-effort being spent on them. A discussion of the importance of Abstracting and Indexing Periodicals will be found in the *Depth classification* (87). Chapter 84 gives the additional Rules needed in the compilation of Abstracting and Indexing Periodicals.

805 Incunabulum and Manuscript

The cataloguing of Incunabula has necessarily to be different from that of ordinary books and periodicals. Here the physical features of the book have unusually high value. The copy of a book may often be unique. The collation of these books is something specialised. Historical bibliography depends on the fullness of the descriptive details in the Main Entries of a Catalogue of Incunabula. There are special Codes for the cataloguing of Incunabula (88). All these remarks apply also to the cataloguing of manuscripts.

806 Micro Reproduction

In the case of micro materials, there should be an additional Section describing the physical features. For example, it may be necessary to mention the reduction-scale, the number of the micro cards or film strips or the length of the film roll into which the original document extends, and perhaps also the magnifying power and other attributes of the reading apparatus needed. The Library of Congress has gone forward in this field (89).

807 Audio-Visual Materials

Audio-visual materials are now increasing in number. The Heading of the Main Entry of such a material will have to be chosen with considerable care. It may have to be the original speaker or the author in the case of a sound record. It may have to be the name of the author of the theme in the case of a

cinema film. The Title Section of the Main Entry may have to include the name of new kinds of collaborators such as Kinematographer, Sound-Recorder, Director of Music, General Director, and the various Art-Specialists. In the place of the Section giving format, collation, and imprint, there should be a Section giving perhaps the width of the reel, its length, the speed to be used in unwinding, the duration of show, the colour factor, the quality of having two-dimensional or three-dimensional effect, the sound factor, and the relation to any published book. A full-fledged supplementary catalogue code for much materials is yet to be drafted.

808 Other Kinds of Materials

There can be no end to the new kinds of reading material that will be produced from time to time. These will exceed the capacity of any already existing Catalogue Code. They will be a continuing challenge to the cataloguing profession. They will require various Supplementary Catalogue Codes. But they will all admit of many of the Rules in a basic Catalogue Code such as this book presents. A more detailed account of the known varieties of reading materials, calling for Supplementary Codes, will be found in my *Documentation in many lands* (90).

CHAPTER 81

UNION CATALOGUE OF BOOKS

810 Introduction

8101 FINDING LIST

8101 The primary function, if not the sole one, of a Union Catalogue of Books is to serve as Location List—that is, to show the names of the participating libraries having a copy of a specified book. This information is needed primarily for the purpose of Inter-Library Loan.

It is doubtful if it is practicable to make a Union Catalogue of Books perform any other function, such as co-ordinating book-selection or supplying bibliographical information or answering any other question usually asked of the catalogue of a service-library, enumerated in Sec 025. A Union Catalogue of Books is, therefore, best built as for a Location List.

8102 CARD FORM

8102 The Fifth Law of Library Science and economic considerations rule out the book-form for a Union Catalogue of Books. Nor is there need for more than one copy. This copy is best kept and maintained at the Union Catalogue Centre. Thus, the Card Form is indicated for a Union Catalogue of Books.

8103 AUTHOR AND TITLE APPROACH

8103 A Union Catalogue of Books is to be designed only for Author and Title Approach. It is so whether the enquirer is a reader or a service-library. It need not provide for any other approach. This is implied in the statements in Sec 8101. Therefore, the internal form of a Union Catalogue of Books has only to be that of a Dictionary Catalogue restricted to Author and Title Entries.

8104 RESULT

These considerations indicate the drastic modifications of the Rules of the normal Catalogue Code. If there is Central Cataloguing, there is need to acquire for a Union Catalogue of Books only as many unit catalogue cards of a book, as there will be Author and Title Entries for it.

811 Main Entry

8110 The Main Entry of a book in a Union Catalogue, is to consist successively of the following sections:—

- 1 Heading (Leading Section);
- 2 Title Section; and
- 3 Holdings Section.

8111 The Heading is to be as prescribed in Rule 512 and its subdivisions for a Simple Book and the corresponding Rules of Part 6 for a Composite Book.

8112 The Title Section is to be as prescribed in Rule 513 and its subdivisions for a Single-Volumed, Simple Book and the corresponding Rules of Part 6 for Composite and Multi-volumed Books.

8116 HOLDINGS SECTION

81161 The Holdings Section is to give the Library Number for each of the participating libraries, arranged in columns.

81162 A distinctive mark is to be put against the Library Number of the library reporting the accession of a copy of the book.

81163 Whenever a library reports the withdrawal of a book, the symbol against its Library Number is to be scored out.

8117 LIBRARY NUMBER

81170 The Library Numbers are to be constructed according to the Principle of Geographical Contiguity (91) and so as to indicate the status or the nature of the library and its subject of specialisation, if any.

81171 The First Digit of a Library Number is to represent the Region of the area of the Union Catalogue; in which the library is.

It may be called the **Region Number**.

Here is a sample schedule of Region Numbers:—

A Madras	L Kashmir
B Kerala	M Uttar Pradesh
C Mysore State	N Nepal
D Andhra State	P Bhutan
E Maharashtra	Q Bihar
F Gujarat	R Bihar library.org.in
G Madhya Pradesh	S Assam
H Rajasthan	T Orissa
J Delhi	U Andamans
K Punjab	

81172 The Second Digit of a Library Number is to represent the County or District or the Sub-Region in which the Library is.

It may be called the **Sub-Region Number**.

This may be more or less in terms of the orientation zones such as:—

1 East	5 West
2 South East	6 North West
3 South	7 North
4 South West	8 North East

This will have to be designed for each Region according to its shape,—means of communication, and the nature of its terrain.

Here is a sample schedule of Sub-Region Numbers for the Region "A Madras State":—

- 1 Madras and Chingleput.
- 2 South Arcot and Tanjore.
- 3 Tiruchirappalli, Madura and Ramnad.
- 4 Tirunelveli and Kanyakumari.
- 5 Coimbatore and Nilgiris.
- 6 Salem and North Arcot.

81173 The Third Digit or Group of Digits of a Library Number is to represent the Locality in which the library is.

It may be called the **Locality Number**.

811731 The Locality Number is to be got by the Alphabetical Device (92) using Capital for the initial letter and smalls for the second and later letters needed for use.

81174 The Fourth Digit is to represent the Status or the Subject of specialisation, if any.

This may be called the **Status Number**.

Here is a sample schedule of Status Number:—

General Libraries:—

- 1 State Central Library.
- 2 Public Library.
- 3 School Library.
- 4 College Library.
- 5 University Library.
- 6 Museum Library.
- 7 Research Institute Library.
- 8 Business or Departmental Library.

A to Z *Specialising Libraries*, represented by their subjects of specialisation, as in the schedule of Main Classes of Colson Classification (93).

81175 If there be more than one library with the same Library Number in the same locality, a further digit—say 1,2 . . . —may be added to individualise them.

This further digit may be called **Individualising Number**.

Here is a selection from a Sample schedule of Library Numbers:—

A1M1	Madras State Central Library
A1M2	Madras City Central Library
A1M4	Madras Christian College Library
A1M41	Presidency College Library
A1M5	Madras University Library
A1M8	Madras Legislature Library
A1MB	Indian Mathematical Society Library
A1MD	Madras Engineering College Library
A1ML	Madras Medical College Library
A1ML1	Stanley Medical College Library
A1MZ	Madras Law College Library
A1MZ1	High Court Library
A2A5	Annamalai University Library
A2NF	Neiveli Colliery Library
A3KB	Kodaikanal Solar Observatory Library
BIT5	Kerala University Library
C1BA	Bangalore Indian Institute of Science Library
C1BKB	Indian Dairy Research Institute Library

8118 KEY TO LIBRARY NUMBERS

8118 The Union Catalogue Centre is to maintain
a Key to Library Numbers in two Parts as follows:—

- 1 The First Part is to serve as a dictionary to pass from the Library Number to the Name of the Library; and

2 The Second Part is to serve as a dictionary to pass from the Name of the Library to the Library Number.

Arrangement of the libraries in the Holding Section according to the Library Numbers prescribed in Sec 8117 will enable any reader or any library, searching for a book for inter-library loan, to locate easily the nearest library from which it can be borrowed. It is believed that this will be an advantage. It is likely, that a specialised reader or library will desire to find some aid in the notation to locate other libraries specialising in his or its field. This facility is given by the Status Number in the Library Number.

81191 HOLDINGS CARD

81191 It will be helpful to have for the Union Catalogue cards in which the upper half of a side is left blank for entering the Heading and the Title Section, and the lower half of that side and the other side has the Library Numbers printed in columns with space against each for marking the Holdings. If necessary, Continuation Cards may be used. Such a card may be called

Holdings Card.

Example of the holdings section:—

A1M1 ✓	A1M8	A1MZ	BIT3 ✓
A1M2	A1MB	A1MZ1	CIBA
A1M3	A1MD ✓	A2A3	CIBA1
A1M4 ✓	A1ML	A2NF	CIBKB
A1M41	A1ML1	A3KB	CIBZ

818 Alphabetisation

We have seen in Section 810 that the prepotent purpose of a Union Catalogue of books being that of a Finding List led to the preference of the Dictionary Form for the catalogue, and even there to its restriction to Author and Titles Entries only. The same factor would press one still further in the direction of simplification. This lands one on the problem of alphabetisation. One simplification suggested by Ch W Brughoeffer of Frankfort-on-Main was to ignore all the individualising elements in alphabetisation—ignoring not only year of birth and other elements, but

even the Secondary Element. It is claimed that the retention of the secondary element increases the time of filing by 55%. It is further claimed that the Secondary Element is not furnished by 15% of the enquirers. A further simplification is advocated by the Swiss Union Catalogue Centre even in respect of the Entry Element. It recommends the application of the Principle of Uniformisation in respect of all Variant Forms of an Entry Word arising out of transliteration or of cognate origin (94).^{*} For example, it is sought to equalise all the following words in alphabetisation:—

Maier	Maiyer
Majer	Maiyer
Mayer	Myier
Mayr	

These steps in simplification really shift the potency in alphabetisation to the Title Section. The claim is that this happens inevitably if the enquiry fails to give the Entry Element accurately. What is the percentage of cases where it is not given accurately? If it is not above 50, the result will be that the benefit of the greater potency of the Entry Word will be deliberately sacrificed in the majority of cases. More of factual investigation is needed in respect of the optimum method for alphabetisation in a Union Catalogue of Books.

CHAPTER 82

UNION CATALOGUE OF PERIODICAL PUBLICATIONS

820 Introduction

8201 STABILITY

8201 A Union Catalogue of Periodical Publications comprehends fewer titles than the one for books. The number of new periodical publications taken in a participating library is far less than the number of books. The frequency of the taking of new periodical publications is roughly ~~one~~ year, whereas that for new books may be as short as one week. The difference in respect of the discontinuance of periodical publications and of the withdrawal of books is also similar. Therefore, the task of the participating libraries in sending reports and of the Union Catalogue Centre in absorbing the reports is far less arduous. This gives a fair amount of stability to a Union Catalogue of Periodical Publications.

8202 PHYSICAL FORM

8202 The stability makes possible the printing in book-form of a Union Catalogue of Periodical Publications. Of course, some changes will occur from year to year. As the saying goes, many a mickle will make a muckle. The cumulation of the few annual changes will swell to a sufficient extent in some years, say about ten years. It will, therefore, be necessary for a new edition to be printed periodically. To give supplementary information during the period between two editions, the Union Catalogue Centre should maintain the catalogue in cards also. This card catalogue will be a perpetual catalogue. It will make the publication of the successive editions less arduous than otherwise.

8203 MULTI-PURPOSE APPROACHES

8203 Much of expenditure has to be incurred in printing a Union Catalogue of Periodical Publications. By spending an additional small percentage of it, the catalogue can be made to answer questions of all kinds of approaches, and serve not merely as a Finding List.

82031 Subject Approach

82031 Provision for Subject Approach calls for a Classified Part. This part will be of considerable help for the co-ordination of Selection Work in particular subject-areas, and the Work of Discontinuing particular titles, by the participating libraries. This co-ordination will ensure complete sets of more titles being available in the country or the region, than otherwise. This will be a great help to research-workers.

82032 Conspectus-Effect

82032 A comparison of the entries for a Periodical Publication with frequent changes of title—and such cases are many—given as examples in Chap 84 and Sec 8D4 will show the far more effective and simpler presentation of a full conspectus by the Classified Catalogue than by a Dictionary Catalogue. The conspectus-effect is even more helpful in a catalogue in book-form than in a card catalogue. This factor also emphasises the value of the Classified Part.

82033 Finding List

82033 A Classified Catalogue implies the addition of an Alphabetical Part, as prescribed in Sec 158. The Alphabetical Part in a Classified Catalogue can be made very compact, virtually on the basis of one entry for a line. This will bring quite a large number of titles within a single sweep of the eye. And this is essential in a Finding List. On the other hand, in the Dictionary Catalogue, the alphabetical entry for each title will have to carry the full load of the Holding Section and the Sections setting forth the successive complexities in the career of the title, and the Section of Periodicity. A single sweep of the eye cannot take more than one title. This is a fault in a Finding List. Therefore, a Union

Catalogue of Periodical Publications should be after the pattern of a Classified Catalogue.

82034 Bibliographical Approach

82034 It will be a great help to bibliographical research if the union catalogue can be made to give nearly ready-made answers to various bibliographical questions such as,

- 1 How many, and what, Periodical Publications in a given subject are available in the country or region of the Union Catalogue?
- 2 What are the subjects in which the Union Catalogue has entries of the Periodical Publications produced in a specific country or in a specific language?
- 3 What are the weak areas of coverage, in terms of subjects and the countries of origin of the Periodical Publications, needing attention in the total holdings of the country or the region?
- 4 What are the Abstracting and Indexing Periodicals available in the country and how is their subject-distribution?

The answers to these questions will go a long way in pooling the Periodical Publications Fund of a country and getting the best return on it.

8204 ELIMINATION OF WASTE

If a Union Catalogue covers a rich collection so as to be a good approximation to be a World List of Periodical Publications, it gives the answers to similar questions on world output.

The answers on world output are needed particularly in regard to Abstracting and Indexing Periodicals, in order to eliminate wastage due to multiplication of effort in certain subjects and absence of any effort whatever in other subjects. The Unesco and the International Federation for Documentation make *ad hoc* investigations of this problem at a tremendous cost. This is a problem requiring continuous vigilance. It is best done at the least cost if the Union Catalogues of Periodical Publications are of the Classified Kind and give, in the Alphabetical Part, Class Index Entries of all kinds including those prescribed in Rule 7138.

8205 RULES FOR PRINTED FORM OF CATALOGUE

The Rules in Part 7 are sufficient for the perpetual Card Catalogue to be maintained in the Union Catalogue Centre except for the addition of the Holdings Section analogous to the one prescribed in Sec 8116. It is convenient to have the Holdings Section in a separate card inserted, as a continuation card just behind the main card. They need some modifications to be of use for the Printed Catalogue in Book Form. The succeeding Rules indicate such modifications.

821 Main Entry

8211 The Leading Section of the Main Entry of a Periodical Publication is to contain successively the Class Number and the Heading.

8212 There is to be a separate Section for each Change of Title of the Periodical Publication.

8213 The Sections due to Change of Titles are to be printed in their Chronological Sequence.

8214 The Section on Periodicity for each Title is to follow the Section containing that Title.

82141 The Section on Periodicity following a Title is to give successively all the information corresponding to all the complexities of the groups 2 and 3 enumerated in Rule 702.

82142 "Open for publication" is to be indicated by C instead of by a dash.

8215 The first Section on Periodicity is to be followed by the Section on Cumulative Index, if any. It should begin with the term "*Index*". The specification of the indexes are to follow thereafter, in chronological sequence. Each specification is to give

- 1 Serial number such as 1, 2, etc;
- 2 Colon; followed by
- 3 Numbers of the volumes covered in inclusive notation, if available;
- 4 Semicolon;
- 5 Numbers of the years covered, in inclusive notation; and
- 6 Full stop.

82151 When a volume of a Cumulative Index does not have independent existence but forms a volume of the Periodical Publication itself or a part thereof, this information is to be given in crooked brackets, after the specification of the cumulative index concerned, with the introductory words "is contained in".

8216 Each Complexity Section is to be introduced by a term, so printed as to end at the right end of its line.

82161 The introducing term of a Complexity Section is to consist successively of:—

- 1 The term "From";
- 2 The Number of the volume and/or the year of commencement of the complexity; and
- 3 The term in italics, indicating the nature of the Complexity.

82162 The introducing line is to be followed by a Section for each of the other Periodical Publications involved in the Complexity.

82163 The Section devoted to each such Periodical Publication is to mention its Class Number and

the Title, or the Title only if its Class Number is the same as given in the Leading Section.

8217 The Holding Section is to be according to the Rules of Section 8116, except that "Open for the Library" is to be shown by C instead of by a dash.

82171 In the Holdings Card in the Union Catalogue Centre, there is to be only one column; and a whole line is to be set apart for each Library Number.

82172 The Library Number is to be in antique type.

Example:—

373 Im52,M Nuovo botanico italiano.

1-2; 1844-47.

Index. 1: (2) 1-25; 1869-93) (is contained in V (2) 25).

From 1869 continued as

Nuovo gironale botanica italiano, (Societa Botanica Italiana).

(2) 1-25; 1869-93 Ns:1; 1894 C.

From 1892 split partially into and in 1927
amalgamated www.dbraulibrary.org.in

Im52,M,1, Bulletin, Societa Botanica italiana.

A1M4 1-2

A2A5 (2) Ns: 1 C

A1M5 1-2, (2) 1-25;

C1BA (2) Ns: 32-40 C

Ns; 1-12, 32-40 C

822 Cross Reference Entry

822 No Cross Reference Entry is to be given in a Union Catalogue of Periodical Publications.

823 Class Index Entry

823 Class Index Entries in a Union Catalogue of Periodical Publications, corresponding to the part of each Class Number, preceding the Common Isolate Digit denoting "Periodical Publication", are to be given as prescribed in the Rules of Part 3.

8231 Class Index Entries are also to be given as prescribed in the Rules of Section 713 except Rules 7137, and 71371.

824 No Cross Reference Index Entry or Book Index Entry is to be given in a Union Catalogue of Periodical Publications.

825 Provision has been made in Rule 821, for information about Cumulative Index to be included in the Main Entry.

826 Abbreviations

8260 Abbreviations are to be used in the Alphabetical Part according to a definite scheme.

The entry in an Alphabetical Part should be short and brief—say, not more than 2 inches in length. This should be so in order to enable a single sweep of the eye to cover the largest possible number of entries.

To secure this, titles should be abbreviated by

- 1 omitting articles, conjunctions, prepositions and other auxiliary words wherever they can be so omitted without causing unintelligibility;
- 2 contracting generic oft-recurring words indicative of the periodical nature of the publication to a single letter, wherever possible, and otherwise to the fewest possible letters, possible;
- 3 contracting the names of subjects usually occurring in titles of periodical publications to as few letters as possible;
- 4 contracting the names of countries, states and cities, usually occurring in titles of periodical publications to as few letters as possible; and
- 5 contracting other words—nouns or adjectives—usually occurring in titles of periodical publications to as few letters as possible.

The omission of auxiliary words will be of special advantage in looking up titles in unfamiliar languages. It is only the substantives in such titles that usually stick to memory. Even if

some auxiliary words happen to be remembered, one is not sure of their morphological variations or of their variants in different languages. Many readers trip over mistakes made in this regard. When a reader looks up a Union Catalogue, it often happens that he is usually absorbed in his own thought. And therefore, tripping over of such a trivial difficulty is quite common. Der, des, da, etc. form an example. So far as it can be seen, due weight does not seem to have been given to these psychological factors in the list of contractions set up in the *World list* or in the system of contractions promoted or recommended by ISO TC 46.

The examples of contractions given hereunder do not include terms in any Indian language. This is due to lack of experience. But the Documentation Committee of the Indian Standards Institution has taken up this problem.

It may not be necessary to abbreviate a title if it consists of a single word—particularly a short word.

Abbreviations should not be used mechanically. They should be used only if there is real saving of space. In particular, in an index abbreviation need not be used unless there is a saving of a line.

Contractions should not be attempted piece-meal. As whole a view as possible of the entire range of words to be contracted, should be taken and the contractions should be so designed as to ensure ease of intelligibility and to secure maximum of abbreviation.

While all this effort is worth making to secure shortness of entries, the abbreviations can be so designed as to serve a second useful purpose. Cognate words in diverse languages may be brought together whenever their first few letters are the same. Their reduction to the same contraction will be of particular value in the case of initial words of title. This second advantage also should be borne in mind in designing the system of contraction.

If two abbreviated titles are homonymous they should be individualised by adding the name of the language as the individualising term. Wherever this is not sufficient the name of the country also may be used. No doubt the Class Number of the periodical contains the number for the country. But we should not expect the reader to depend upon it.

Usually the words that occur as the entry words in title entries of periodicals are (1) words denoting that a publication is a periodical one, (2) names of subjects and (3) names of countries or languages. It is therefore necessary that the contractions of such words should be such that the contractions will occur approximately in the same sequence in which the words themselves will occur if written in full. Any contraction, which involves elision of a letter in the middle of a word, like 'Bd', for 'Board', 'Enging', for 'Engineering', and 'Yrbk', for 'Year Book', will put the contraction in a place other than the one in which a reader will look for it. It is therefore necessary that the contraction of a word which is likely to be entry word should be made of the first few letters in the word written continuously without any elision. This principle has been followed in the tables given below. For convenience of reference by the cataloguer, the contractions for the three classes of words mentioned above are given in separate tables. There is also a fourth table giving contractions of other words which commonly occur.

www.dbraulibrary.org.in 8261 TABLE 1

CONTRACTIONS FOR WORDS DENOTING 'PERIODICAL PUBLICATION'

- Note:*—1 The same contraction is to be used for all morphological forms of the words shown against it as well as for all its cognate forms in other languages in so far as the letters in the contractions are the first words in them.
- 2 In Germanic and Sanskritic languages words can be formed by coalescing several words together. In such cases each component word may be contracted and the contractions may be connected by hyphen.

Example:—

1	Forsch.-arb	=	Forschungsarbeiten
2	M.-ber	=	Maandbericht
3	Q.-schr	=	Quartalschrift
4	Verb.-nachr	=	Verbandsnachrichten
5	Verb.-z	=	Verbandszeitschrift

Aarb	Aarbog	Cur	Current
Aarskr	Aarskrift	Diar	Diary
Aarskat	Aarskatalog	Dig	Digest
Ash	Abhandlungen	Disc	Discussion
Abstr	Abstracts	Disk	Diskussionnyi
Abt	Abteilung	Diss	Dissertationes
<i>See also</i> Afd		Doc	Documentation
Act	Acta	Dok	Dokumentation
<i>For Administrative report see</i> Rep		Ecrit	Ecrits
Afd	Afdeeling	Efem	Efemerides
<i>See also</i> Abt		<i>See also</i> Ephem	
Afo	Afhandlingar	Ency	Encyclopaedia
Afm	Almanac	Ephem	Ephemerides
Anecd	Anecdota	<i>See also</i> Efem	
Ann	Annals	Ergeb	Ergebnisse
Annot	Annotations	Estud	Estudios
<i>For Annual report see</i> Rep		Etud	Etudes
Anz	Anzeiger	F	Fortnightly
Arb	Arbeiten	Forsch	Forschung
Arch	Archiv	Fortsch	Fortschritte
Ark	Arkiv	Gac	Gaceta
Beitr	Beitraege	Gaz	Gazette
Beiw	Beiwerke	Ged	Gedachte
Betern	Betering	Ges	Gesellschaft
Bibliog	Bibliography	Gior	Giornale
Bibliot	Biblioteca	<i>See also</i> J and Zhur	
Bijdr	Bijdragen	Her	Herald
Bl	Blaatter	Intermed	Intermediare
Bol	Boletin	J	Journal
Bul	Bulletin	<i>See also</i> Gior and Zhur	
<i>See also</i> Bol		Jahr	Jahrbuch
Cah	Cahier	<i>Jour see</i> J and Zhur	
Chron	Chronicle	M	Monthly
Circ	Circular	Mag	Magazine
Col	Colecao	Meddel	Meddelanden
Com	Comment	Mem	Memoires
Contrib	Contribution	Misc	Miscellaneous
Conv	Convention	Mit	Mitteilungen
Cor	Correio	Monog	Monograph
<i>See also</i> Cour		Nach	Nachrichten
Corr	Correspondents	Observ	Observations
Cour	Courier	Pam	Pamphlet
<i>See also</i> Cor		Per	Periodical
Cro	Cronicon	Prog	Progress

<i>For Progress Report See Rep</i>		Souv	Souvenir
Pub	Publications	Stud	Studies
Q	Quarterly	Sup	Supplement
Rec	Record	Surv	Survey
Recu	Recueil	T	Tijdschrift
Rendic	Rendiconti	Tab	Tables
Rep	Report	Tid	Tidings
Res	Research	Trab	Trabajos
Rev	Review	Trans	Transactions
<i>For Administrative review see Rep</i>		Trav	Travaux
Ric	Ricerca	Trib	Tribune
Rico	Ricordi	Urk	Urkunden
<i>See also Rec</i>		W	Weekly
Riv	Rivista	Wirtsch	Wirtschaftliches
<i>See also Rev</i>		Wiss	Wissen
Samm	Sammlung	Yearb	Yearbook
Schr	Schriften	Z	Zeitschrift
Scr	Scripta	Zei	Zeitung
Sel	Selections	Zent	Zentral
Ser	Series	Zhur	Zhurnal
Skr	Skrifter	<i>See also Gior and J</i>	

www.dbraultlibrary.org

8262 TABLE 2

CONTRACTIONS OF NAMES OF SUBJECTS

Note:—The same contraction is to be used for all morphological forms of the words shown against it as well as for all its cognate forms in other languages in so far as the letters in the contractions are the first words in them.

Agric	Agriculture	Biol	Biology
Agron	Agronomy	Biomet	Biometry
Algol	Algology	Biophys	Biophysics
Anthrop	Anthropology	Bot	Botany
Anthropos	Anthroposophy	Buddh	Buddhism
Archaeol	Archaeology	Chem	Chemistry
Archit	Architecture	Coll	Colloids
Astrol	Astrology	Comm	Commerce
Astron	Astronomy	Crim	Crime
Astrophys	Astrophysics	Cryst	Crystallography
Ayur	Ayurveda	Delinq	Delinquency
Behav	Behaviorism	Derm	Dermatology
Biochem	Biochemistry	Ecol	Ecology

Econ	Economics	Math	Mathematics
See also Ekon		Mech	Mechanics
Educ	Education	Med	Medicine
Electr	Electricity	Metaphys	Metaphysics
Electrochem	Electrochemistry	Meteorol	Meteorology
Ekon	Ekonomia	Metr	Metrology
See also Econ		Microbiol	Microbiology
Endocr	Endocrinology	Microsc	Microscopy
Engng	Engineering	Mil	Military
Entom	Entomology	Min	Mining
Epigr	Epigraphy	Minerol	Minerology
Esth	Esthetics	Morph	Morphology
Eth	Ethics	Mus	Museum
Eten	Ethnology	Mycol	Mycology
Eugen	Eugenics	Myth	Mythology
Farm	Farming	Nav	Naval
For	Forestry	Nucl	Nuclear
Gard	Gardening	Nurs	Nursing
Geneal	Genealogy	Obst	Obstetrics
Genet	Genetics	Opt	Optics
Geog	Geography	Ophthal	Ophthalmology
Geol	Geology	Paras	Parasitology
Ger	Geriatrics	Parli	Parliament
Gyn	Gynecology	Path	Pathology
Harb	Harbour	Red	Pediatrics
Helminth	Helminthology	Petr	Petrology
Highw	Highway	Pharm	Pharmacology
Hist	History	Phil	Philosophy
Hemoeop	Homoeopathy	Philol	Philology
Hort	Horticulture	Phy	Physics
Hosp	Hospital	Physiog	Physiography
Hydr	Hydraulics	Physiol	Physiology
Hyg	Hygiene	Phyt	Phytology
Illum	Illumination	Phytopath	Phytopathology
Insur	Insurance	Plast	Plastics
Instrum	Instrument	Polym	Polymer
Irrig	Irrigation	Psych	Psychology
Jurispr	Jurisprudence	Psychoan	Psychoanalysis
Lab	Labour	Psychomet	Psychometry
Legis	Legislation	Psychosom	Psychosomatics
Ling	Linguistics	Rad	Radio
Lit	Literature	Radioact	Radioactivity
Machine	Machine	Railw	Railway
Magnet	Magnetism	Rel	Religion

Rorsch	Rorschab	Teleg	Telegraph
Sanit	Sanitation	Teleph	Telephone
Sc	Science	Telev	Television
Sch	School	Ter	Terrestrial
Sculp	Sculpture	Theol	Theology
Seism	Seismology	Theos	Theosophy
Sociol	Sociology	Therap	Therapeutics
Spectr	Spectroscopy	Timb	Timber
Statist	Statistics	Tr	Trade
Stenog	Stenography	Transp	Transport
Surg	Surgery	Tuber	Tuberculosis
Syph	Syphilis	Vet	Veterinary
Tax	Taxation	Wiss	Wissenschaft
Tech	Technology	Zoo	Zoology

8263 TABLE 3

CONTRACTIONS OF GEOGRAPHICAL NAMES AND NAMES
OF LANGUAGES

Note:—The same contraction is to be used both for the countries and the languages whose names are derived from the names of the countries and for all their morphological variations, in so far as the letters in the contractions are the first words in them.

Abys	Abyssinia	Braz	Brazil
Afr	Africa	Br	British
Afgh	Afghanistan	Bulg	Bulgaria
Alb	Albania	Burm	Burma
Alg	Algeria	Can	Canada
All	Allahabad	Cey	Ceylon
Alp	Alpine	Chil	Chile
Amer	America	Chin	China
Arab	Arabia	Colomb	Colombia
Argen	Argentina	Cub	Cuba
Asia	Asian	Czech	Czecho-Slavia
Austral	Australia	Dan	Danish
Austr	Austria	Denm	Denmark
Balt	Baltic	Deu	Deutsch
Belg	Belgium	Egyp	Egypt
Beng	Bengal	Eng	England
Bih	Bihar	Equad	Equador
Bom	Bombay	Esper	Esperanto

Esthonia	Esthonia	Nor	Norway
Eur	Europe	Oris	Orissa
Flem	Flemish	Osterr	Osterreich
Fr	France	Pak	Pakistan
Ger	Germany	Palest	Palestine
Guj	Gujarat	Pers	Persia
Holl	Holland	Pol	Poland
Hung	Hungary	Port	Portugal
Hyd	Hyderabad	Punj	Punjab
Ind	India	Rum	Rumania
Indo-Chin	Indo-China	Russ	Russia
Ir	Ireland	Sans	Sanskrit
Ital	Italy	Scand	Scandinavia
Jap	Japan	Schwed	Schwedisch
Kan	Kanarese	Schweiz	Schweizerisch
Kash	Kashmir	Scot	Scotland
Latv	Latvia	Sind	Sindh
Lith	Lithuania	Sinh	Sinhalese
Locd	London	Span	Spanish
Mal	Malayalam	Swed	Sweden
Manch	Manchuria	Switz	Switzerland
Mang	Mangolia	Syr	Syria
Mex	Mexico	Tam	Tamil
Mys	Mysore	Tel	Telugu
Ned	Nederland	Travan	Travancore
Neth	Netherlands	Turk	Turkey
Nied	Niederland		

8264 TABLE 4

CONTRACTIONS FOR GENERAL WORDS

A	Annual	Anim	Animal
Abn	Abnormal	Antiq	Antiquarian
Acad	Academy	Appl	Applied
See also Akad		Artil	Artillery
Actu	Actuarial	Ass	Association
Adm	Administration	Atom	Atomic
Adv	Advancement	Auto	Automobile
Advert	Advertisement	Aviat	Aviation
Akad	Akademi	Biblioph	Bibliophile
See also Acad		Bayer	Bayerischen
Alg	Algemein	Beibl	Beiblatten
Anal	Analytical	Beih	Beihaft

Ber	Berichte	Fac	Faculty
Cal	Calendar	Fak	Fakultat
Cat	Catalogue	Fam	Family
Centr	Central	Fed	Federal
Cir	Circular	Finan	Financial
Civ	Civil	For	Foreign
Civil	Civilisation	Formul	Formula
Clin	Clinical	Found	Foundation
Co	Company	Fund	Fundamental
Col	Collection	Gen	General
Colon	Colonial	Gesh	Gechichte
Commis	Commission	Gesel	Gesellschaft
<i>See also</i> Kommis		Gl	Glass
Commit	Committee	Gov	Government
<i>See also</i> Kommit		Gr	Great
Commun	Communication	H	Halfyearly
Comp	Comparison	Hebd	Hebdomadaire
Conf	Conference	Hist	Historical
Cong	Congress	Husb	Husbandry
Const	Constitutional	Illus	Illustrated
Constr	Construction	Imp	Imperial
Contr	Contribution	Impr	Imprint
Co-op	Cooperation	Inc	Incorporated
Corp	Corporation	Indep	Independent
Corres	Correspondenza	Industr	Industrial
Cott	Cotton	Inform	Information
Crit	Critical	Inorg	Inorganic
Cul	Cultural	Inst	Institution
D	Daily	Intern	International
Darst	Darstelling	Juv	Juvenile
Dep	Department	K	Konigliche
Diagn	Diagnosis	Kat	Katalog
Dict	Dictionary	Kommis	Kommission
Diplom	Diplomatic	<i>See also</i> Commis	
Dir	Direction	Kommit	Kommittee
Dis	Diseases	<i>See also</i> Commit	
Dist	District	Korres	Korrespondence
Dram	Dramatic	Labor	Laboratory
E	East	Leg	Legal
Ed	Edition	Libr	Library
Ele	Elementary	Linn	Linncean
Exper	Experimental	Loc	Local
<i>See also</i> Sperim		Man	Manual
Extr	Extract	Meth	Method

Man	Municipal	Refl	Reflections
N	North	Reg	Register
Nach	Nachrichten	Rej	Rejestr
Nat	National	Relat	Relation
Natur	Natural	Repos	Repository
Nutr	Nutrition	Repr	Reprints
Obs	Observatory	S	South
Occid	Occidental	Samml	Sammlung
Occup	Occupational	Sec	Secondary
Off	Office	Sect	Section
Opin	Opinion	Sel	Selection
Ordin	Ordinance	Sem	Semaine
Org	Organic	Semest	Semestriale
Organ	Organisation	Serv	Service
Orient	Oriental	Sits	Sitzung
Philat	Philatelic	Soc	Social
Photo	Photographic	Spec	Special
Pict	Picture	Sperim	Sperrimental
Plan	Planning	<i>See also Erper</i>	
Pol	Political	Stand	Standard
Polytech	Polytechnic	Tech	Technical
Prac	Practical	Tek	Teknisk
Prakt	Praktical	Termitt	Termin
Prelim	Preliminary	Trien	Triennial
Print	Printing	Trop	Tropical
Prob	Problem	Uber	Ubersicht
Prod	Production	Univ	University
Prog	Progress	Util	Utilities
Prov	Province	Vener	Veneral
Pub	Public	Ver	Verein
Quell	Quellen	Verb	Verband
Quest	Questions	Vereinig	Vereinigung
Quot	Quotation	Verz	Verzuhais
R	Royal	Vet	Veterinary
Red	Redactor		

827 Feature Heading

827 The Classified Part of a Union Catalogue of Periodical Publications is to be provided with Feature Headings on the analogy of the Rules in Section 832.

Examples:—

The Chapter, headed "B Mathematics" will have Feature Heading as follows:—

B MATHEMATICS**Bam Abstracting Periodical**

(Under this will be given all the Abstracting Periodicals in Mathematics, in the way shown below under "B9 Astronomy".)

Bm Periodical

(Under this will be given all the Periodical Publications in Mathematics, in the way shown below under "B9 Astronomy".)

B9 Astronomy**B9m Periodicals****B9m41 CHINA**

(Under this will be given all the Chinese periodicals in Astronomy).

B9m42 JAPAN

(Under this will be given all the Japanese periodicals in Astronomy).

www.dspace.library.org.in

B9m44 INDIA

(Under this will be given all the Indian periodicals in Astronomy).

828 Typography**8281 CLASSIFIED**

82811 It is helpful to have typographical distinction between the Leading Section, the Sections for Change of Titles, and the Holdings Sections on the one hand, and the Sections for Complexities on the other. The latter Sections may be subordinated to the former ones, by printing them in smaller type.

828112 Perhaps, it is helpful to make the first two words in the Title of the Periodical Publication in the Leading Section more dominant than the other words

in the Entry, say by printing them in antique capitals or in capitals and smalls.

82812 The left end of the top-line of a verso is to give the Part of the Class Number ending with the geographical focus, pertaining to the entry occupying the first line of the page.

82813 The right end of the top-line of a recto is to give the Part of the Class Number ending with the geographical focus, pertaining to the entry occupying the last line of the page.

82814 The pagination is to be given at the outer end of the bottom line of each page.

8282 ALPHABETICAL PART

82821 It may be of help to design a suitable typographical variation for the Titles, the Names of Sponsors and the Names of Specific Subjects, occurring as Heading in the alphabetical Entries. The following may be a suitable specification:

- 1 Title—Capital and lower case letters to be used as in prose;
- 2 Sponsor Heading—Capital and small capitals with contractions;
- 3 Specific subjects—Capitals and small capitals without contractions.

82822 The left end of the top-line of a verso is to give the first three letters pertaining to the first word of the entry occupying the first line of the page.

82823 The right end of the top-line of a recto is to give the first three letters pertaining to the first word of the entry occupying the last line of the page.

82824 The pagination is to be given at the outer end of the bottom-line of each page.

8283 MODEL

8283 The above Rules on the lay-out and typography are based on the experience gained in publishing the *Union catalogue of learned periodical publications in South Asia* in 1953.

8284 See also section 838.

829 Lay-Out

8290 A printed Union Catalogue of Periodical Publications is to consist of the following six chapters:

www.dhbraulibrary.org.in

- 1 To Find Out;
- 2 Key to Libraries;
- 3 Technical Note;
- 4 Conspectus of Specific Subjects;
- 5 Classified Part; and
- 6 Alphabetical Part

8291 TO FIND OUT

8291 A sample draft of "To Find Out" is given hereunder:

82911 IF NAME OF PUBLICATION IS KNOWN

If you know the correct name of the periodical publication, look for it in the Alphabetical Part (Chap 6) in which the names of publications stand arranged alphabetically. Note the number entered against it. It is its Class Number.

Then turn to the Classified Part (Chap 5). The top-corners of its pages indicate the Class Numbers occurring in them. With their help, find out the page where the Class Number of what you seek lies.

There, you will find (1) its Class Number; (2) its name; (3) a specification of its published volumes; (4) changes in its name and its other idiosyncracies; and (5) the holdings of the participating libraries. In each line of the holdings the number appearing at the beginning in black face—e g L32—represents a library. The succeeding numbers denote the volumes it has. For the name of the library represented by the number in black face, see the Key to Libraries (Chap 2). For further information see the Technical Note (Chap 3).

82912 IF NAME IS NOT KNOWN

If you do not know the correct first word in the name of the periodical publication, but remember its specific subject or some larger subject to which it belongs, look up the name of the subject in the Alphabetical Part (Chap 6). From it, pick out its Class Number. Then look up the Classified Part (as shown in the section 82911 above) and arrive at the page or pages where the Class Number occurs. There, all the publications in the subject will follow one another in geographical sequence, and within a geographical group, in the chronological sequence. It will be easy for you to recognise the name of your periodical in this panorama.

The last section of the entry will show the libraries from where its volumes can be got (exactly as in section 82911).

82913 EXAMPLES

1 Suppose you wish to know where the sixth volume of the *Annals of mathematical statistics* can be found. The Alphabetical Part (Chap 6) gives its number as B28m73,N. Look up this number in the Classified Part (Chap 5). The entry beginning with it gives all the libraries from where it can be had.

2 Suppose you did not remember the first word 'Annals'. Then look up 'Statistics' in the Alphabetical Part (Chap 6). It gives the class number B28. Look up this number in the Classified

Part (Chap 5). It gives the periodicals on Statistics. Look down this list until you recognise the name you vaguely remembered. The last section of its entry gives all the libraries from where it can be had.

3 Even if you had looked up 'Mathematics' in the Alphabetical Part (Chap 6), it would have led you to the pages in the Classified Part (Chap 5) where Class Numbers begin with B. Looking through the list in those pages, you will be led to your periodical. Only you will have to scan a larger range of entries. But surely this range will be considerably smaller than the whole catalogue.

8292 KEY TO LIBRARIES

8292 A Key to Libraries, framed according to Rule 81151, is to be given in two parts:

1 The first part is to serve as a dictionary to pass from the Library Number to the Name of the Library; and

www.dbraulibrary.org.in

2 The second part is to serve as a dictionary to pass from the Name of the Library to the Library Number.

82921 Examples are to be given for the interpretation of Library Number.

8293 TECHNICAL NOTE

8293 The Technical Note is to feature and explain the following points:

1 The Classified Part—Information about the types of entries like Cumulative Index Entry and Main Entry, how they get themselves grouped, the structure of the Class Number, the rendering of the names of

Periodical Publications, their idiosyncracies,
and Holdings Section; and

- 2 The Alphabetical Part—Information about
the types of entries, their uses and the
abbreviation used.

8294 CONSPECTUS OF SPECIFIC SUBJECTS

8294 The Conspectus of Specific Subjects is to be
an exhaustive schedule, properly featured, of all the
Class Numbers upto the beginning of a Common Sub-
division digit—such as *m*, *n*, *p*, *r*.

Example:—

B MATHEMATICS

B	Mathematics	B9:6	Astrophysics
B:R1	Symbolic logic	B93	Sun
B28	Statistics	B93:6	Solar physics
B31	Analysis	B96	Stars
B7	Mechanics	B963	Variable stars
B9	Astronomy		

C PHYSICS

C	Physics	C75	Terrestrial magnetism
C5	Optics	C9B3	Nuclear physics
	etc		etc

Under each of the above subjects, common subdivisions may
occur as illustrated below:

- Ba Bibliography
- Be Tables
- Bw Biography

The periodicals in these and in B (Mathematics proper) will
stand arranged as shown below:

<i>Bam</i>	Abstracting periodical in Mathematics
<i>Ben</i>	Serial of Tables
<i>Bm</i>	Periodical in Mathematics
<i>Bn</i>	Serial in Mathematics
<i>Br</i>	Administration reports about Mathematics
<i>Bwn</i>	Who's who in Mathematics

www.dbraulibrary.org.in

CHAPTER 83

NATIONAL BIBLIOGRAPHY

830 Introduction

8301 PURPOSE

THE term National Bibliography is used in this Chapter in the first of the senses enumerated in Section 803. As stated in its sub-sections, it is a multi-purpose document. Its physical form as well as internal form is to be determined by the needs of the immediate and contemporary purpose. This will also satisfy the other purposes. The immediate and contemporary purpose is to help the service-libraries and the reading public in book selection, and the book-trade in getting the necessary information for trade purposes, such as place of publication, publisher, and price.

8302, PRINTED BOOK FORM

The above-mentioned immediate and dominant purpose indicates printed book-form for the National Bibliography. For, it will be required by all the service-libraries and the entire book-trade of the country and also by some of the libraries and the book-trade in foreign countries. Therefore, the Rules in the earlier parts of this book, implying Card Technique will have to be adapted or amended to suit the needs of a catalogue in book-form. But unlike an Abstracting Periodical, a National Bibliography is not a 'frozen' catalogue though it has to be in printed book-form. For, the monthly, quarterly and annual cumulations will call for interpolation.

83021 Printed Cards

In the interest of national economy, the centre for National Bibliography should supply to service-libraries, copies of the Main

Entry printed in cards, for use, as Main Entry and all the required Specific Added Entries. This is for the Unit Card System described in Section 0706. It has been shown in the *Heading and canons* (95) that this Card-Service will effect a saving of 79% in the total classification and cataloguing cost of a country. Since 1957, the BNB has been carrying out this Card-Service. Apart from saving in money, this has resulted in the virtual abolition of the time-lag between the receipt of a book in a Service-Library and its release for use by the public. For, the BNB has succeeded in supplying the catalogue cards within 40 hours of the order (96). This is only just short of the prenatal cataloguing described in Section 8015. To enable a Service-Library to determine the number of unit-cards to be ordered for a book without spending time to calculate it, preferably to leave it to the National Centre itself to determine the number of cards to be supplied, the main entry in the printed bibliography should state the number of Unit-Cards required for the book concerned—for its Main Entry and all its Specific Added Entries.

www.dbraulibrary.org 8303 BOOK-TRADE SECTION

The information needed by a Service-Library and the book-trade, and mentioned in Sec 8032, calls for the addition of a new section in the Main Entry in a National Bibliography. This section may be called the Book-Trade Section. It is best added immediately after the Title-Section.

8304 CODE NUMBER SECTION

The Code Number Section should take the place of the Accession Number Section. This will be the last section in most of the Main Entries. In other cases, it will be the last in the part of the Main Entry printed in larger type. A properly designed System of Code Numbers will lead to considerable economy in a Service-Library, in ordering for a book and for its catalogue cards.

8305 NUMBER OF UNIT-CARDS

Further economy can be effected in the order-work for the supply of the Unit-Cards, by including at the end of the Code Number the numeral representing the number of Unit-Cards

required for the Main Entry and the Specific Added Entries of the book.

8306 ADDITIONAL RELATED-BOOK NOTE

A Service-Library and the Book-Trade will like to know

1 in the case of a new edition or a reprinting of a book, the Code Number of the next earlier edition or of the original printing; and

2 in the case of a new volume of a multi-volumed book, the Code Number of the next earlier volume published.

8307 ANNOTATION

It may be helpful to bring out in the Main Entry unusual features of a book such as

1 Peculiarity in type-face, say 'Type-writer Script';

2 Peculiarity in binding, say 'Sewed', 'Loose-leaf', 'In Slip-case';

3 Peculiarity in circulation, say 'Private Circulation', 'Restricted Circulation', 'Not Priced';

4 Peculiarity in title-page, say 'Full-page(s) in Sanskrit and English';

5 Name of Chairman of Commission; and

6 Periodicity in the case of a periodical publication, say 'Monthly', 'Quarterly', 'Irregular'.

The Annotation Section is best made the last section of the entry.

8308 MODIFICATION OF RULES

The succeeding sections of this chapter indicate the modifications necessary to adapt the Rules of Part 5 and Part 6 to the needs of a National Bibliography.

See the end of this Chapter for examples.

831 Main Entry

8310 SECTIONS

8310 The Main Entry in a National Bibliography is to consist of the Main Section in larger

type and, if necessary, Subsidiary Sections in smaller type.

The Class Number in the last feature heading immediately preceding the entry and the year of publication taken together form a virtual equivalent of the Call Number. If the form of exposition is not prose and if the language is not the favoured language, these may be indicated in the Annotation. Therefore, the Call Number Section is not necessary in a National Bibliography.

8311 MAIN SECTION

83110 The following items, which will occur successively as separate sections in a written or typed card-catalogue, are to be made separate sentences of the Main Section:—

- 1 Heading;
- 2 Title Section;
- 3 Bibliographical Section;
- 4 Imprint Section; and
- 5 Code Number Section.

The Bibliographical Section and the Imprint Section taken together form the **Book-Trade Section**.

83113 Bibliographical Section

83113 The Bibliographical Section is to consist successively of

- 1 format, giving the height and the breadth or the height alone of a page in centimetres;
- 2 semicolon;
- 3 collation, with a comma inserted between the different paginations and the information about unpaginated plates, maps, and other items.

If paper-size follows international standard and conforms to the Principle of Aspect Ratio, the height will be $\sqrt{2}$ times the width. In such a case, the height alone will be sufficient to indicate the format.

83114 Imprint Section

83114 The Imprint Section is to consist successively of

- 1 name(s) of place(s) of publication in abbreviated form wherever possible without prejudice to intelligibility;
- 2 semicolon;
- 3 name(s) of publisher(s) in the shortest form consistent with intelligibility;
- 4 semicolon;
- 5 month of publication if necessary and possible; www.dbraulibrary.org.in
- 6 year of publication;
- 7 full stop; and
- 8 published price.

83125 Code Number Section

83115 The Code Number Section is to consist successively of

- 1 code letter for the country;
- 2 year of publication;
- 3 full stop;
- 4 serial number of the book in the sequence in which the book is included in the successive primary fascicules of the year;
- 5 dash; and

- 6 number indicating the number of Unit-Cards needed for the Main Entry and the Specific Added Entries of the Book.

831151 The sequence of the Serial Number, given as category 4 in Rule 83125, is to start with '1' for each calendar year.

831152 The first two digits of the Year of Publication are to be replaced by a Capital Letter in accordance with Schedule 3 of Part 2 of *Colon classification*, ed 5.

This will save one digit in the Code Number.

831154 The Code Number Section is to be printed at the right end of the last line of the Main Section.

8312 SUBSIDIARY SECTION

83120 The Subsidiary Section is to give in successive sentences

- 1 the Notes prescribed by the Rules of Part 5 and Part 6;
- 2 the Additional Related-Book Notes, mentioned in Section 8306; and
- 3 the Annotation, mentioned in Section 8307.

If it does not involve much increase of space, the different Notes and the Annotation may be printed as separate sections.

83122 Additional Related-Book Note

83122 An Additional Related-Book Note is to be along the following lines:

- 1 See (insert Code Number) for Ed (insert the number of the earlier published edition); or

- 2 See (insert Code Number) for the original publication; or
- 3 See (insert Code Number) for V (insert the number of the volume of a multi-volumed book, published immediately earlier).

8313 FEATURE HEADING

83130 The Classified Part of the catalogue is to be provided with Feature Headings.

83131 The Feature Headings are to be obtained by Chain Procedure by translating each successive Sought Digit of the Class Number into its equivalent term in the favoured language of the National Bibliography, proceeding from left to right.

This is just the reverse of the use of Chain Procedure in finding at the sequence of Headings and Subheadings in the Class Index Entries contributed by a Class Number.

83132 A Feature Heading is to consist of the part of the Class number ending with the digit contributing the Feature Heading, followed by the equivalent of its last Sought Digit in the favoured language of the National Bibliography.

As a result of this Rule, each Feature Heading will normally consist only of a single word. Its full denotation is to be obtained with the aid of the Canon of Context (97). That is, it must be read along with the earlier Feature Headings contributed by the earlier digits of its Class Number.

83133 Each Feature Heading is to be in a separate line, indented liberally, say 4 cm.

83134 Feature Headings shared by several consecutive Main Entries are not to be repeated.

8314 TRACING SECTION

8314 Tracing Section is to be omitted in the Main Entry of a National Bibliography.

Its inclusion will increase the number of pages and swell the cost of production. The BNB gives the tracing for Cross Reference Entries in a sparing way. It is difficult for it to be consistent.

The Library of Congress Cards contain the Tracing Section. But they are not reproduced in the Main Entry in the National Bibliography in printed book-form.

832. Cross Reference Entry

832 No Cross Reference Entry is to be given for a simple book, in a National Bibliography.

The Canon of Local Variation, (See Sec 035) has a great sway over the choice of Cross Reference Entries. The Canon of Context also (See Sec 023) has much to say on this. Therefore, it is desirable to leave the addition of Cross Reference Entries to each Service-Library. Even the National Central Library and the State Central Library preparing the fascicules of the National Bibliography will have to add the Cross Reference Entries to the Card Catalogues maintained by them.

The BNB inserts a few Cross Reference Entries here and there. But it should be difficult for it to enunciate a set of Rules ensuring consistency in practice.

8321 ORDINARY COMPOSITE BOOK

8321 Notwithstanding Rule 832, Cross Reference Entry may be given to each contribution in an Ordinary Composite Book.

In this case, it is possible to be consistent. But even here, this may prove to be too huge a task for a National Bibliography to undertake, as the number of Ordinary Composite Books is on

the increase. It may be more economical to leave it to the care of Subject Bibliography rather than National Bibliography.

8322 ARTIFICIAL COMPOSITE BOOK

8322 Notwithstanding Rule 832, all the Special Cross Reference Entries, prescribed by Rule 6221 for an Artificial Composite Book, are to be given.

833 Class Index Entry

8331 Class Index Entries are to be given in each fascicule and in each cumulation.

8332 Class Index Entries are to be printed in an Alphabetical Sequence of their own.

8333 The Second Section of the Class Index Entry is to be omitted in a National Bibliography; and the Heading and the Index Number are to form two sentences in a single section.

This means that the Class Index Entries should not be merged in one Alphabetical Sequence along with the Book Index Entries and the Cross Reference Index Entries. The proportion of Class Index Entries to the Book Index Entries decreases with the number of books included in the catalogue. The former dilute out the latter unless the number of books catalogued is well in excess of 50,000. The greater the number of books beyond the limit of 50,000, the less the chance for such a dilution to occur. In a National Bibliography, it is desirable that the Book Index Entries should not be diluted by Class Index Entries. And even the Annual Volume of a National Bibliography is not likely to list over 50,000 books. Rule 8332 is based on these considerations.

This feeling became dominant while consulting the Index Parts of the monthly issues, and the quarterly and annual cumulations of the BNB.

Perhaps, the 5-yearly or the 10-yearly cumulation may admit of the merging of the Class Index Entries and the Book Index Entries in one Alphabetical Sequence.

834 Cross Reference Index Entry

834 A National Bibliography is to give all the necessary Cross Reference Index Entries.

8341 All the Sections of a Cross Reference Index Entry are to be made different sentences in a single section.

835 Book Index Entries

835 A National Bibliography is to give all the necessary Book Index Entries as prescribed in Chap 55.

8350 Except in a Series Entry, all the Sections are to be made different sentences in a single section.

8351 AUTHOR ENTRY

8351 An Author Entry is to give also the Name of the Publisher in an intelligible but abbreviated form—more abbreviated than in the Main Entry—and the Published Price.

8352 TITLE ENTRY

8352 A Title Entry is to give also the Name of Publisher and the Published Price, as prescribed in Rule 8351.

8353 SERIES ENTRY

8353 A Series Entry is to give also the Name of the Publisher and the Published Price, as prescribed in Rule 8351.

83531 In a Series Entry, the Heading and the rest are to form two distinct sections.

83532 The Name of the Publisher is to be given after the Name of the Series in the First Section.

83533 The Price is to be given after the title in the Second Section.

The above six Rules are to facilitate the use of the National Bibliography, by the Book-Trade.

8354 INDEX NUMBER

8354 The Index Number in a Book Index Entry is to consist of the First 4 digits of the Class Number, of the book concerned.

The Code Number may be of use as Index Number in a primary fascicule. But, it ceases to be of any use in the cumulations. The first 4 digits of the Class Number taken with the Heading will prove sufficient to locate the related Main Entry in the Classified Part. The BNB gives both the full Class Number and the Code Number of a book. This makes the Index Number cumbersome. It appears to serve no useful purpose.

836 Printed Unit-Card

8361 The Printed Unit-Card of a book should have the first line blank.

8362 It should be a reprint of the Main Entry of the book.

8363 At the Service-Library

A Service-Library should prepare the Printed Unit-Cards for a book in the following way:—

- 1 It should use one of the Printed Unit-Cards as the Main Entry Card after inserting the Call Number in the top line.

- 2 In all but the above one of the Printed Unit-Cards, it should insert in the top line the Heading appropriate to the respective Specific Added Entries.
- 3 It should insert the Call Number, in all the Printed Unit-Cards used for Added Entries.
- 4 In the Main Entry Card, it should fill up the Accession Section and the Tracing Section.
- 5 It should prepare all the necessary Class Index Entries and Cross Reference Index Entries.

In the Printed Unit-Card of the Library of Congress, the Tracing Section is also printed. This is a help to the Service-Libraries. The Library of Congress is able to give this help, because it prints the Unit-Cards *ad hoc*. But the Unit-Card of the BNB is duplicated from the printed Weekly Issue of the Bibliography, printed in book-form. Probably it is this method which most National Bibliographies will have to adopt for reasons of economy. To introduce the Tracing Section into the book-form itself will unduly increase the size of the Classified Part. This in its turn will go against economy.

It is for investigation whether over-all economy would favour each Service-Library writing the Tracing Section on the back of the Main Card or the National Bibliography in printed book-form giving the Tracing Section at the bottom of the Main Entry in spite of the extra space required.

837 Typography and Lay-Out

837 The typography and lay-out of the printed book-form of a National Bibliography admit of much

variation. They will depend on the type-faces available in the Favoured Script, the mode of printing in vogue, and the prevailing mental set of the users of the Bibliography. All these factors change—some suddenly and others gradually. The following are only suggestions. Even within the limits of these suggestions, many variations are possible.

8371 *Format*:—A4 (29·7 cm×21·0 cm), specified in the Indian standard IS: 1064-1957.

8372 *Pagination*:—Page numbers are to be printed at the bottom left end of a verso and the bottom right end of a recto.

8373 *Inclusive Captions*: 1 In the Classified Part, the top left end of a verso is to give not more than the first four digits of the Class Number of the Entry to which the first line of the page belongs; and the top right end of a recto is to give not more than the first four digits of the Class Number of the Entry to which the last line of the page belongs.

2 In the Alphabetical Parts, the top left end of a verso is to give the first three letters of the Heading of the Entry to which the first line of the page belongs; and the top right end of a recto is to give the first three letters of the Heading of the Entry to which the last line of the page belongs.

8374 *Page Heading*: 1 In the Classified Part, the Page Heading of a verso is to consist of the class number and the name of the Main Class or the Canonical Class to which the first line of the page

belongs; and the Page Heading of a recto is to consist of the class number and the name of the Main Class or the Canonical Class to which the last line of the page belongs.

2 In the Class Index Part each Page Heading is to be 'Class Index Entry'.

3 In the Book Index Part each Page Heading to be 'Book Index Entry'.

8375 *Columns*: Two columns in the Classified Part and Three columns in the Alphabetical Parts.

8376 *Spacing*: 1 In the Classified Part, the Feature Headings are to be set solid. Each Section of an Entry is also to be set solid. But some space is to separate two consecutive Entries.

2 The Alphabetical Parts are to be set solid.

8377 *Type Face*: 1 In the Classified Part, the Entry Element of each Entry is to be in Caps and Sm Caps; and all the rest in Roman as in prose.

2 Among the Feature Headings in the Classified Part,

1 the Main and Canonical Classes are to be in Antique Caps;

2 Class of next Order is to be in Antique Caps and Lower Case;

3 Class of next Order is to be in Caps and Sm Caps;

4 The last Feature Heading covering an Entry is to be in Antique Caps and Lower Case.

5 All the other feature headings are to be in Roman Caps and Lower case; and

3 In the Alphabetical Parts, Roman Cap and Lower Case are to be used throughout, except that Name of Publisher is to be in Italics Cap and Lower Case.

8378 *Type Size:* 1 In the Classified Part, 10 point type may be used for the Feature Headings and the Main Section of an Entry; and 8 point for the Subsidiary Section.

3 In the Alphabetical Parts, 8 point type may be used.

The smallest possible readable type-size has to be used in the alphabetical parts, in order to bring into a Single Sweep of the Eye the largest possible number of entries of the alphabetical index.

8379 LAY-OUT

8379 The following Lay-Out is recommended for each primary fascicule and cumulation of a National Bibliography:—

- 1 Part 1: How to Find out;
- 2 Part 2: Brief Outline of the Schedule of Classes of the Classification Scheme used;
- 3 Part 3: Book Index Entries along with Cross Reference Index Entries;
- 4 Part 4: Class Index Entries; and
- 5 Part 5: Classified Part, made up of the Main and Cross Reference Entries.

838 Sample Pages

838 The following sample pages illustrate the Rules on the construction of Entries in a National Bibliography. They also illustrate a possible choice of typography and lay out.

*Note:—*1 The year of birth of author, given in the entries, is imaginary. The actual year cannot be got in time. Therefore, imaginary years have been used to make the heading complete.

2 The Illustrator Entry for Perry is inserted, though not quite necessary, just to illustrate the omission of name of publisher and price in the case of a collaborator entry.

3 The BNB uses both Class Number and Code Number in full for Index Number. This is not necessary. Code Number can be of little use to one who consults the Index. The Class Number is necessary to direct the author to the Main Entry in the Classified Part. For this purpose, the full Class Number is not necessary. The first four digits of the Class Number will prove sufficient for the purpose. The Index Numbers given in the Book Index Entries are of this nature.

4 The BNB introduces many cross references in the Index Part. It is doubtful whether the resulting saving of space is sufficient to compensate for the inconvenience experienced by users in turning from one entry to another.

A comparative study should be made of the helpfulness of the lay-out of the BNB with the one suggested and illustrated in this section.

Book Index Entries

(Examples 374-387)

- Black (George) (1902), *Ed. Household doctor*, New ed. *Ward, Lock*, L 7s 6d.
- Chronic bronchitis by National Association for the Prevention of Tuberculosis, *Author*, 6s. L44:4
- Fishbein (Morris) (1896), *Ed. Modern home medical adviser*, *Bailey*, L 5s. 40s.
- Household doctor ed by Black, *Ward, Lock*, 7s 6d.
- Marriott (Henry Joseph Llewellyn) (1908), *Practical electrocardiography*, *Bailliere*, T C 40s. L32:4
- Medical Research Council (Great Britain), *Memoranda. HMSO*, 35 *Its* National Collection of Type Cultures, Rev ed., 2s 6d. L:42
- National Collection of Type cultures, Rev ed., *HMSO*, L:42
- Modern drug treatment in tuberculosis by Ross, *Nat. Asso. Preven. Tuberc.*, L45:4
- home medical adviser ed by Fishbein, *Bailey*, S. 40s. L
- National Association for the Prevention of Tuberculosis (Great Britain), *Chronic bronchitis, Author*, 6s. L44:4
- National Collection of Type Culture by Medical Research Council (Great Britain), *HMSO*, 2s 6d. L:42
- Perry (Maurice Lethbridge), *Illustr. Marriott: Practical electrocardiography*, L32:4
- Practical electrocardiography by Marriott, *Bailliere*, T C 40s. L32:4
- Ross (John Donaldson) (1912), *Modern drug treatment in tuberculosis. Nat. Asso. Preven. Tuberc.*, 7s 6d. L45:4

PART 4

Class Index Entries

(Examples 388-409)

- Aetiology, Infection, L:42:2
- Bronchi L44
- Bronchitis L44:415
- Chronic bronchitis L44:4156
- Circulatory system L3
- Disease L:4
- , Bronchi L44:4
- , Heart L32:4
- Disease, Lung L45:4
- Drug, Tuberculosis, Lung L45:421:63
- Electrocardiography, L32:4:4026
- Heart L32
- Infection L:42
- , Lung L45:42
- Lung L45
- Medicine L
- Pathology, Heart L32:4:4
- Physical method, Pathology, Heart L32:4:402
- Protista, Infection L:42:2:(G91)
- Respiratory system L4
- Therapy, Tuberculosis, Lung L45:421:6
- Tuberculosis, Lung L45:421

PART 5

Classified Part

(Examples 410-415)

I. MEDICINE

BLACK (George) (1902), *Ed.* Household doctor describing the diagnosis and treatment of diseases, first aid, and nursing. New ed. Feb 1958. 19cm.; 256p. Lond; Ward, Lock. 7s 6d.
Earlier ed in 1948.

FISHBEIN (Morris) (1896), *Ed.* Modern home medical adviser, your health and how to preserve it. New rev ed. Nov 1957. 24cm.; 4 col frontis, 35,902p, 18 plates. NY; Garden City Books. Lond; Bailey and Swinton. 40s.
GN56.17084-2

L:4 Disease

L:42 INFECTION

L:42:2 Aetiology

L:42:2(G91) Protista

MEDICAL RESEARCH COUNCIL (Great Britain). National Collection of Type Cultures, catalogue of species. [Rev ed.]. Feb 1958.

24.5cm.; 3,34p. Lond; HMSO. 2s 6d.
GN58.3592-3
Its memoranda 35. See BN52.86-3 for earlier ed.
Earlier title was *List of species maintained in the National Collection of Type Cultures*. Sewed.

L3 Circulatory system

L32 HEART

L32:4 Disease

L32:4:4 Pathology

L32:4:402 Physical method

L32:4:4026 Electrocardiography

MARRIOTT (Henry Joseph Llewellyn) (1908). Practical electro-cardiography, illustrated by Maurice Ethridge Perry. Ed. 2. 1958. 23.3cm.; 16,226p. Lond; Bailliere, Tindall and Cox; 40s.
GN58.3594-3
Earlier ed in 1954.

L4 Respiratory system
L44 Bronchitis
 L44:4 Disease
 L44:415 Bronchitis
L44:4156 Chronic

NATIONAL ASSOCIATION FOR THE PREVENTION OF
 TUBERCULOSIS (Great Britain). Chronic
 bronchitis—an NAPT symposium, report of
 a meeting held in London 12 Dec 1956.
 Ed 2. Feb 1958. 20 cm.; 44p. 4 plates.
 Lond; Author. 6s. GN58.3595-2
 See GN57.4209 for earlier ed. Sewed.

L45 Lung
L45:4 Disease
 L45:42 Infection
 L45:421 Tuberculosis
 L45:421:6 Therapy
L45:421:63 Drug

Ross (John Donaldson) (1912). Modern drug
 treatment in tuberculosis, foreword by
 Geoffrey Todd. Feb. 1958. 20 cm.; 47p.
 Lond; Nat Asso Prev Tuber. 7s 6d. GN58.3597-2.

Sewed.

www.dbraulibrary.org.in

CHAPTER 84

ABSTRACTING PERIODICAL

840 Introduction

8401 EFFECT OF LARGE NUMBER

A vast number of periodicals is now used for the communication of nascent thought. Their number is vast not only in the universe of knowledge taken as a whole, not merely in any single main class, but even in some classes of great intension.

84011 Finance

In the first place their number takes their annual cost to beyond the financial capacity of any individual. It takes them also beyond the capacity of any single library. Hardly any single library in the world takes even 25% of this form of medium of communication.

84012 Individual's Capacity

Secondly, let us assume that all the periodicals are made physically available in one library. Even then their use goes beyond the physical, mental, and time capacity of any individual.

84013 Articles of Interest

Apart from sheer number causing this difficulty, no individual is likely to benefit by turning through every page of every periodical. To do it merely to locate articles of interest to him is by itself wasteful. But this waste can be eliminated by providing a bare index to the micro thought contained in periodicals.

8402 THOUGHT OF INTEREST

Even then a reader may not find equal interest in all the articles, listed either under his favourite author or under his favourite subject. The whole of some articles—every detail in them—may be beneficial to him. At the other extreme, some articles might

prove to be mere mirage. Between these two extremes, there will be all grades in the proportion of the total thought of his interest, embodied in them. But to know to which category an article belongs, the reader will have to open up each of the periodicals embodying them. He will have to glance through the article. Now the number of the articles in his total 'Apupa' (98) pattern is too vast to admit of their being perused by a reader within the time he can spare for the purpose.

84021 Indexing Periodical

The value of an Indexing Periodical arises out of this situation. Let us take the average length of an article to be ten pages. Let us further take the number of articles in the Apupa of a reader appearing in a year to be 1,000. Then he will have to turn through 10,000 pages in a year.

84022 Advantage

On the other hand, let us calculate the number of pages needed for their index. On an average 50 indexes can appear in a page. Then the number of pages of the indexing periodical to be perused by him gets reduced to 200. A perusal of these 200 pages reduces the time required for perusal to 1/50. This by itself is a great saving.

84023 Classified Featuring

An arrangement of the indexes by the name of the author or by the title of the article will oblige a reader, with a particular Umbra in his Apupa, to turn through all the 200 pages of the index. On the other hand, let us assume that the articles are minutely classified by an individualising, expressive, analytico-synthetic scheme of classification. Let us further assume that feature headings are added in a more or less helpful way. Then it will be possible for the reader to eliminate several of the entries in the index by merely looking at the feature headings. Then the time for locating the articles of interest to a reader will be reduced perhaps to 1/500 of the time needed for searching through all the original periodicals themselves.

8403 ABSTRACTING PERIODICAL

The next point for consideration is reduction of the time needed for actually perusing all the original papers forming the

surviving residue in his field of interest. It is here that a good Abstract effects a further saving. By the use of abstracts, it may be possible for the reader to eliminate many more items in the residue. The particular point sought by him might have been brought out by the residue. If the quality brought out does not warrant it, he need not take pains to look up the original. By the help of an abstracting periodical, the range of originals to be perused by the reader will be reduced to about a half indicated by the bare index. Thus the total time needed is reduced to about 1/1000.

84031 Quality

To give this measure of help, the quality of the Abstract should be of a high order. It should embody in it all the essential information contained in the original article. For example it should:

- 1 Indicate the exact boundary of the subject treated, to the extent to which it is not already indicated by the feature headings;
- 2 Indicate the new thought embodied;
- 3 Indicate new factual data recorded;
- 4 Indicate any new apparatus, diagram or other aid described; and
- 5 Relate it to any other work intimately associated with it.

84032 Quantity

The incorporation in the Abstract of all the information demanded in quality will naturally increase the size of the Abstract—the number of words used. It is not desirable to print in the Abstract more words than can be taken within a comfortable sweep of the eye. The conflict thus arising between quality and quantity should be reconciled in the Abstract.

8404 NEGATIVE CANONS

This reconciliation can be brought about by observing certain negative canons.

- 1 Don't provide any words in the Abstract to give information readily inferable from the feature headings and their sequences.

The Canons of Context (99) and Enumeration (100) should be fully relied upon. The feature headings stand arranged in helpful sequence by their class numbers. But the reader need not know the class numbers. The headings, which are in a natural language, will follow one another in more or less the sequence in which an expert in the subject would be familiar with and appreciate. This mere context of the entry amidst the feature headings carries with it a considerable information intelligible and valuable to an expert reader.

2 Don't provide, by words in the Abstract, information conveyed by the title of the article.

3 Don't give, by words in the Abstract, information going with the name of a well-known author of known standard.

The above canons amount to setting up symbiosis between classified arrangement with adequate headings in the words in the heading, and the title section of the entry on the one hand, and the Abstract on the other.

4 Don't swell the Abstract with words describing in detail the sample used for study—the guinea-pig so to speak.

Normally this will neither be of interest nor necessary. The chief interest is normally only in the method used and the findings arrived at.

5 Don't attempt complete sentences. Use the so-called telegraphic language—without, of course, sacrifice of precision or clarity.

8405 POSITIVE CANONS

6 If the range covered by the article is shorter than the ultimate class under which it is entered, indicate in the Abstract the restricted boundary of the subject.

Classificatory technique has not been sharpened to produce co-extensive class numbers for newly emerging micro thought. Till a self-perpetuating scheme is properly designed, new micro thought will constantly outreach the capacity of classification. The extra intension of the new thought should be defined either by a 'verbal augmentation' of class numbers or by a statement in the Abstract. The former will be more economical.

7 State in the Abstract the primary advance in knowledge contained in the paper.

8 State in the Abstract any other secondary advances, if necessary.

It often happens that a paper may appear in the penumbral region of the Apupa of other disciplines. For example, a paper on the photographic method of studying viscosity may contain information on photographic technique or photographic materials. A Local Abstract, prepared for known clientele, can mask away all such secondary points. But an International Abstract, which has necessarily to be impersonal, cannot do any such masking.

9 Mention in the Abstract any new instrument or technique or nomograph or any other new aid used. Indicate their essential features, if practicable.

This is a very difficult part in the Abstract. It needs much judgement. This may swell the size of the Abstract. This must be guarded against.

10 Give in the Abstract the most outstanding factual data if they are not too many. Otherwise indicate the nature of the data provided.

This also requires considerable judgement. There are certain papers full of tabular statements which it is very difficult to abstract. In such cases, looking up the paper cannot be avoided.

8406 CANON DUE TO TIME FACTOR

11 Pre-natal Abstracting should be done, to minimise time-lag.

Abstracting requires a careful reading of the article. Reading requires time. This time adds to the total time-lag between the release of an article and of its Abstract. A method of reducing the time-lag is for the publisher or the sponsoring authority to send a copy of the galley proof to the abstractor as and when it is ready. The page reference to the entry may be furnished by the latter at forme-proof stage. Therefore we add the above as a desirable canon to be worked upto.

8407 CANONS ABOUT PERSONNEL

12 The author of an article should provide a Synopsis conforming as much as possible to the negative and the positive Canons of Abstracting.

13 A Co-ordinating Abstractor employed by the Abstracting Agency should establish the Abstract, taking the aid of the author's Synopsis.

14 The Abstracting Agency should also have an Expert in Classification. He and the Co-ordinating Abstractor should work in mutual consultation.

84070 Personnel

There are three classes of personnel to consider:

- 1 Author;
- 2 Library expert; and
- 3 Subject expert.

84071 Author

The author knows the subject matter of the article best. His only handicap is that he views the subject from his own personal angle. His abstract may not therefore be always impersonal. Secondly the author is too absorbed in his own speciality to get a mood either to absorb the spirit of the Canons for Abstracting or to implement them. The number of papers written by an author may not ordinarily justify his being asked to pick up sufficient knowledge of abstracting according to the Canons or to acquire facility in applying them correctly. Even if he does, he will not

have occasion to exercise that knowledge sufficiently often to keep it alive. Even otherwise, the various articles will get scattered in regard to Abstracting Agency if the author is made the agency. There should, therefore, be in any case, a co-ordinating person to secure uniformity of standard in the Abstracts.

84072 Library Expert

The Library Expert is perhaps best qualified to understand and implement the largest number of Canons of Abstracting. For it is he that serves the Abstracts to the readers. He knows the qualities expected in them. Even among librarians, one with experience in Reference Service and with a special knowledge of Depth Classification and Cataloguing is best suited to Abstracting Work. His handicap will be in regard to the newly forming specialised micro thought in a region already of very narrow extension. Often the thought will be too new to have been filtered down to a comprehensive book level, to enable the librarian to pick up sufficient familiarity.

www.dbraulibrary.org 84073 Subject Expert

The Subject Expert has got all the handicaps of the author. Perhaps a full-timed abstractor drawn from subject experts can overcome the handicaps connected with the understanding of the spirit and the implementing of the Canons of Abstracting. The only question is whether society can afford to release a really able man with capacity to do creative work in his own subject, to take up abstracting work.

84074 Language

Language not familiar to the abstracting personnel will necessitate bringing in a translator. We are experiencing a great difficulty in this matter. Translation from the ordinary language used by the common man and current in common exposition is different from translation from the technical language used in a specialised subject. Indeed the two languages are quite different, though apparently the same. The risks thereby over-shadowing the province of the translator can perhaps be minimised if the abstracting is done by a subject expert with the language of the article as

mother language and the translator translates only the abstract. This will also tie up helpfully with the Canon of Pre-Natal Abstracting mentioned in Sec 8406.

84075 Interdependence

The Interdependence of Classification and Abstracting should be borne in mind. Many of the Negative Canons can best be observed if the Classification is done earlier. But if the Scheme of Classification admits of co-extensiveness even in the case of Micro Thought, the classifier may need the help of a Subject Expert to decide the last few digits of the Class Number. This will be specially so when the Classifier has to use his autonomy in constructing his own isolate numbers or in adding to their digits, consistent with the Canons of Classification. The Canons mentioned in this Section have taken all this into consideration.

84076 Definition

Perhaps, it is desirable to give here the difference between a Synopsis and an Abstract. It is brought out by the following definitions:—

- 1 **Synopsis**.—The author's summary of an article in a periodical, published simultaneously with the article itself. Usually, it might have had editorial scrutiny by the editor of the periodical.
- 2 **Abstract**.—The summary, usually by a professional other than the author, of the essential contents of a work, usually an article in a periodical, together with the specification of its locus—that is, its place of occurrence.

84077 Preliminary Communication

84077 An Abstracting Periodical is thus a medium for the preliminary communication-in-brief of published nascent thought, to enable readers to choose the originals that they should read. It is a joint enterprise of three groups of specialists—classifiers,

cataloguers and abstractors. In this book, we are concerned only with the part of cataloguers.

8408 CATALOGUING RULES

84081 Producers of the Past

Abstracting Periodicals are only a hundred years old. Their number is still less than five hundred. They have been till now produced by specialists in their subjects of coverage, without any experience in Reference Service. Their production has not been based upon any special Catalogue Code. When able people are guided by their own instinct, the result is usually satisfactory. Its very satisfactoriness deters us from noting its faults. So it has been with the production of Abstracting Periodicals.

84082 Consumers of the Past

Hitherto, the consumers of Abstracting Periodicals have been highly organised personalities. They could draw their help even from unhelpful sources. But, today world-wide team-work has become necessary in all fields of research. The team has to draw into itself many persons of lower quartiles in the intellectual scale. To enable them to use Abstracting Periodicals with profit, these should be better produced. Mere dependence on instinct is not sufficient. Guidance by a carefully constructed Catalogue Code is necessary.

84083 Non-Cumulation of Experience

Moreover, the discomfort and lack of helpfulness are experienced with an Abstracting Periodical, only at stray moments by stray individuals. There is no chance for these experiences to be cumulated by the readers themselves. The only persons on whom this experience is more frequently incident and who can cumulate them are the Reference Librarians. It is their duty to pass on to Cataloguers suggestions for improvement in the cataloguing aspect of Abstracting Periodicals. It is such empirical experience in Reference Service that has led to the Rules of this chapter.

84084 Frozen Publication

Apart from an Abstracting Periodical having to be in a printed book form, its Classified Part is frozen unlike that of a National

Bibliography. This is due to the cost of bringing out cumulations of the Classified Part being prohibitive.

84085 Serial Numbers

Therefore it is possible to give Serial Numbers to the Main Entries of an Abstracting Periodical. These Serial Numbers can be used as the Index Numbers in the alphabetical parts, instead of Class Numbers. The use of Serial Numbers as Index Numbers is more elegant and comfortable. Naturally, therefore, the Serial Numbers are to be given the first position in the Main Entry. It is helpful to make the Serial Numbers occupy the position of hanging indentation.

84086 Modifications of Rules

The succeeding Sections of this Chapter indicate the modifications necessary to adapt the Rules of Part 5 to the needs of an Abstracting Periodical.

Examples are given at the end of this chapter.

841 Main Entry

www.doraulibrary.org.in

8410 SECTIONS

8410 The Main Entry in an Abstracting Periodical is to consist of a Main Section in larger type and an Abstract Section in smaller type.

8411 MAIN SECTION

84110 The Main Section of a Main Entry in an Abstracting Periodical is to consist successively of the following, written as separate sentences, except that a full stop is not necessary after the Serial Number:—

- 1 Serial Number of the Entry;
- 2 Heading;
- 3 Title Section; and either

842 Cross Reference Entry

- 8420 The Classified Part of an Abstracting Periodical is not to have any Cross Reference Entry, in respect of a Micro Document.
- 8421 If a Micro Document is multifocal, a separate Main Entry is to be given for it under the Class Number of each of its Foci with an Abstract to suit the Class Number concerned.

843 Class Index Entry

- 8431 Class Index Entries are to be given, as prescribed in Part 3 in a completed Volume of an Abstracting Periodical as well as in each fascicule.
- 8432 Class Index Entries are to be printed in an Alphabetical Part of their own.
- 8433 The Second Section of a Class Index Entry is to be omitted in an Abstracting Periodical; and the Heading and the Index Number are to form two sentences in a single Section.
- 8434 Against each Class Index Heading, the Serial Numbers of all the Main Entries under the Class Number concerned are to be given, as Index Number, in Inclusive Notation as prescribed in Section 078.
- 8435 The Serial Numbers of the Main Entries, of which the Class Index Heading is the ultimate Class, are to be in antique type.

844 Cross Reference Index Entry

- 8441 Cross Reference Index Entries are to be given, as prescribed in Part 4, in a completed volume of an Abstracting Periodical as well as in each fascicule.
- 8442 Cross Reference Index Entries are to be printed in the same Alphabetical Part as the Book Index Entries.
- 8443 All the Sections of a Cross Reference Index Entry are to be made different sentences in a single Section.

845 Book Index Entry

- 8451 Book Index Entries are to be given as prescribed in Chapter 55, in a completed volume as well as each of the fascicules.
- 8452 Book Index Entries are to be printed along with Cross Reference Index Entries in an Alphabetical Part of their own.
- 8453 Except in a Series Entry, all the Sections of the Book Index Entry are to be made different sentences in a single Section.
- 8454 In each Book Index Entry the Serial Number of the Main Entry concerned is to be given in antique type as the Index Number.
- 8455 If a Book Index Heading admits of one and only one Serial Number, its second Section is to be omitted.
- 8456 Each Author Entry is to consist only of the name of a single author in its Heading.

- 8457 In the case of a Main Entry with two or more authors, each author is to be given an Author Entry.

846 Classified Index

- 8461 A Classified Index to the Main Entries is to be given in every completed volume of an Abstracting Periodical.

A Classified Index is necessary because there will be as many Classified Sequences as there are fascicules in a completed volume. This is the only means of taking away the unhelpfulness due to the scattering of the Main Entries in any given Class into several fascicules. Classified Index is not necessary in each fascicule, as there is no such scattering in it.

- 8462 The Classified Index is to serve a double purpose as

- 1 the Schedule of Classification; and
- 2 the Classified Index to the Main Entries.

- 8463 The Classified Index is to be printed as the Schedules of Classification are usually printed in Schemes of Classification with all helpful display, typographical variation, and variation in space between lines.

- 8464 Against each Class, the Serial Numbers of all the Main Entries occurring under the Class are to be given in Inclusive Notation as prescribed in Rule 078.

- 8465 The Serial Numbers of the Main Entries of which the Class at the Head of the Classified Index Entry is the ultimate Class, are to be in antique type.

847 Typography and Layout

8471 TYPOGRAPHY

8471 to 8478 The typography for an Abstracting Periodical is to be analogous to that prescribed in Rules 8371 to 8378 for a National Bibliography.

8479 LAYOUT

The Following Lay-out is recommended for each annual volume of an Abstracting Periodical:

- 1 Part 1: How to Find Out;
- 2 Part 2: Book Index Entries along with Cross Reference Index Entries;
- 3 Part 3: Class Index Entries;
- 4 Classified Index of the Entries; and
- 5 The Classified Part or the Text made up successively of the Text in the fascicules issued from time to time.

The Parts 2 to 4 constitute the **Index-Aid** to the Annual Volume.

83791 In each Fascicule, it is sufficient if the Book Index Entries along with Cross Reference Index Entries, and the Class Index Entries are added to the text in separate sequences.

848 EXAMPLE

848 The following example illustrates the Rules on the construction of Entries in an Abstracting Periodical. They also illustrate a possible choice of typography and lay-out.

*Note:—*To fit in with the format of this book, the Index-Aids are printed in two columns and the Classified Part in a single column in the following examples.

PHYSICS ABSTRACTS

PART 2

Book Index Entries

(Examples 416-421)

- | | |
|---|--|
| Herzberg (G) 90 | Raman spectra of polyatomic molecules 90 |
| Keshavamurthy (A) 112 | |
| Molecular spectra and molecular structure | Thatté (R P) 112 |
| 2 Herzberg: Infra-red and | -Venkiteshwaran (S P) 112 |
| | Von Keussler (V) 66 |

PART 3

Class Index Entries

www.dbraulibrary.org.in
(Examples 422-431)

- | | |
|-------------------------------------|---|
| Geography 108-118, 203-216 | Physics 12-108, 120-190 |
| Instrument, Upper air 112, 216 | Radiation 38-85, 140-167 |
| Line spectrum 66 | Raman effect, Infra-red, Molecule 90, 100 |
| Molecule, Physics 70-110, 180-183 | Spectroscopy 65-70, 146-148-150 |
| Physical geography 114-118, 214-216 | Upper air 110-118, 203-216 |

PART 4

Classified Index

(Examples 432-441)

- | | |
|---|--|
| C Physics 12-108, 120-190 | U Geography 108-118, 203-216 |
| C5 Radiation 38-85, 140-167 | U2 Physical Geography 108-118, 203-216 |
| C5:3 Spectroscopy 65-70, 146-148-150 | U29 Upper air 110-118, 214-216 |
| C5:34 Line Spectrum 66 | U29e Instrument 112, 216 |
| C9B1 Molecule 80-90, 180-188 | |
| C9B1:(C56:38N28) Infra-red, Raman Effect 90 | |

By Rule 8465, Entry 110 has "Upper air" as its ultimate Class as it is in antique type. But, Entries 111-118, 203-216 are on subdivisions of "Upper air", as they are in Roman type. Similarly, Entry 12 is on "Physics (general)" as it is in antique type. But, Entries 13-108, 120-190 are all on subdivisions of "Physics".

PART 5

Classified Part (Text)

(Examples 442-444)

C PHYSICS

C5 Radiation

C5:3 SPECTROSCOPY

C5:34 Line spectrum

- 66 VON KEUSSLER (V) Über Angleichung der Krümmung von Spektrallinien an eine konstante Spaltkrümmung. (On the adjustment of the curvature of spectral lines to a constant slit curvature). (Z astrophys 24; 1948; 252-262).

It is shown how a line of given curvature can be obtained by a suitable choice of slit curvature and geometrical conditions in prism and grating spectrometers.

C9B1 MOLECULE

C9B1:(C56:38N28) Infra-red Raman effect

- 90 HERZBERG (Gerhard). Infra-red and Raman spectra of polyatomic molecules 1950. N Y; D Van Nostrand. (Molecular spectra and molecular structure, 2).

Discusses molecular structure with the aid of the Raman Spectra of Infra-red Radiation.

U GEOGRAPHY

U2 Physical

U29 UPPER AIR

U29e Instrument

- 112 VENKITESHWARAN (S P), THATTE (R P) and KESHAVAMURTHY (A). Fan-type radio meteorography of the India Meteorological Department. (See notes, Ind Met Dep 9; 1947; 127-159).

Describes a simple inexpensive radiometeorograph in which the driving mechanism for making successive contacts of the pressure, dry bulb and wet bulb temperature pens is provided by a paper fan which rotates as the meteorograph is carried up by the balloon. Describes the signaller, receiver and recorder and a receiving aerial with which signals can be received more satisfactorily at higher angles than with the usual vertical half-wave aerial. An inexpensive h. t. battery, that is assembled easily just before ascent, is described. Gives the method of computation with the necessary tables.

www.dbraulibrary.org.in

GLOSSARY OF TERMS

Abnormal	सुरक्षणीय
Absorption	विलय
Accession	परिग्रहण
Accession-librarian	परिग्रहीता
Accession number	परिग्रहण - समङ्क
Adaptation	प्रकारान्तर
Added entry	अतिरिक्त - संलेख
Additional	अतिरिक्त
Administration	शासन
All-through-alphabetisation	वर्ण - केवल - व्यवस्थापन
Alphabetical	अनुवर्ण
Alphabetical catalogue	अनुवर्ण - सूची
Alphabetical index	अनुवर्ण - निर्देशी
Alphabetical sequence	वर्ण - क्रम
Alphabetisation	वर्ण - व्यवस्थापन
Alternative	अवान्तर
Alternative name	अवान्तर - नाम
Alternative name entry	अवान्तर - नाम - संलेख
Alternative title	अवान्तराख्या
Amalgamation	एकी - भाव
Angle bracket	कोण - कोष्ठक
Annotation	विशिष्ट - विवरण
Arrangement	व्यवस्थापन
Array	पङ्क्ति

Artificial composite book	विसंगत - पुस्तक
Assistant	सहायक
Associated book	नैमित्तिक - पुस्तक
Associated book note	नैमित्तिक - पुस्तक - अधिसूचन
Author	ग्रन्थकार
Author analytical	ग्रन्थकार - विश्लेषक
Author catalogue	ग्रन्थकार - सूची
Author, Corporate	समष्टि - ग्रन्थकार
Author Entry	ग्रन्थकार - संलेख
Author index entry	ग्रन्थकार - निर्देशि - संलेख
Author, Personal	व्यष्टि - ग्रन्थकार
Auxiliary	सहाय
Auxiliary title	उपाख्या
Back of the card	पत्रक - पृष्ठ
Bay guide	खात - दर्शक
Bibliographer	ग्रन्थ - सूचीकार
Bibliography	ग्रन्थ - सूची
Bibliography, Analytical	ग्रन्थक - सूची
Bibliography of books and periodicals	कृति - सूची
Bibliography of periodical publications	सामयिक - सूची
Bibliography of periodicals	समुच्चित - सूची
Bibliography of serials	आवर्तित - सूची
Bibliographing	ग्रन्थ - सूचीकरण
Binder	संपुटक
Binder's catalogue	संपुटकीय - सूची
Binding	संपुटन
Binding collection	संपुटन - कक्षा

Biography	जीवन - चरित
Bipartite	द्विभागिक
Block	पद - गोष्टि
Block letters	विशिष्ट - लिपि
Book	पुस्तक
Book, Composite	संगत - पुस्तक
Book index entry	पुस्तक - निर्देश - संलेख
Book number	पुस्तक - समङ्क
Book, Simple	पृथक् - पुस्तक
Bookseller's catalogue	विक्रेत्रीय - सूची
Bracket	कोष्ठक
Bracket, Angle	कोण - कोष्ठक
Bracket, Circular	वृत्त - कोष्ठक
Bracket, Square	वर्ग - कोष्ठक
Call number	कामक - समङ्क
Call number entry	कामक - समङ्क - संलेख
Canon	उपसूत्र
Card	पत्रक
Card catalogue	पत्रक - आकार - सूची
Cardinal number	संख्या
Catalogue	सूची
Cataloguer	सूची - कार
Cataloguing	सूची - करण
Chain	निश्रेणि
Change-of-title note	आख्या - अन्तर - अधिसूचन
Characteristic	लिङ्ग
Choice	वरण
Circular bracket	वृत्त - कोष्ठक
City	नगर

Class	वर्ग
Class index entry	वर्ग - निर्देश - संलेख
Class number	वर्ग - समझ
Classic	चिरगहन - ग्रन्थ
Classification	वर्गीकरण
Classificationist	वर्गीकरण - आचार्य
Classified catalogue	अनुवर्ग - सूची
Classified index	अनुवर्ग - निर्देशी
Classified sequence	अनुवर्ग - क्रम
Classifier	वर्गकार
Closed collection	सुरक्षणीय - कक्षा
Closed notation	पूरिताङ्कन
Code	कल्प
Collaborator	सहकार
Collaborator entry	सहकार - संलेख
Collation	पत्रादि - विवरण
Collection	कक्षा
Colon	लघु - विराम
Colon Classification	द्विविन्दु - वर्गीकरण
Colon notation	द्विविन्दु - अङ्कन
Colon number	द्विविन्दु - समझ
Colophon	पुष्पिका
Combination of complexities	जटिलता - मिश्रण
Comma	अल्प - विराम
Commentator	व्याख्याकार
Commentator entry	व्याख्याकार - संलेख
Committee	समिति
Compilation	संग्रहण
Compiler	संग्राहक

Compiler entry	संग्राहक - संलेख
Complex types	जटिल - प्रकार
Composite book	संगत - पुस्तक
Compound name	समासित - नाम
Conference	सम्मेलन
Connecting	योजक
Connecting symbol	योजक - अङ्क
Consecutive	अनुस्यूत
Consistent	अनुरूप
Consolidated	एकीकृत
Continued card	सन्तत - पत्रक
Contribution	अंशलेख
Contributor	अंशकार
Contributor index entry	अंशकार - निर्देशि - संलेख
Co-ordinate	समष्टि
Corporate author	समष्टि - ग्रन्थकार
Corporate body	समष्टि
Corporate name	समष्टि - नाम
Court of Law	न्यायालय
Criticism	समीक्षा
Crooked bracket	वक्र - कोष्ठक
Cross reference	विषयान्तर
Cross reference entry	अन्तर्विषयि - संलेख
Cross reference index entry	नामान्तर - निर्देशि - संलेख
Crown	राष्ट्र - पति
Cumulative index	समूहक - निर्देशो
Current	प्रचलित
Dash (the symbol)	ऋजुरेखिका
Decimal Classification	दशमलव - वर्गीकरण

Decimal notation	दशमलव - अङ्कन
Decimal number	दशमलव - समङ्क
Department	विभाग
Dependent body	उपसमष्टि
Descriptive	वर्णक
Descriptive element	वर्णक - व्यक्ति
Dictionary	अनुवर्ण
Dictionary catalogue	सर्वानुवर्ण - सूची
Digit	अङ्क
Directing	देशक
Directing element	देशक - व्यक्ति
Director	निर्देशक
Directory	निर्देशिका
District	मण्डल
Division	परिभाग
Earlier title	पूर्वाख्या
Editing	संपादन
Edition	आवृत्ति
Editor	संपादक
Editor entry	संपादक - संलेख
Editor index entry	संपादक - निर्देशि - संलेख
Editor-of-series entry	माला - संपादक - संलेख
Encyclopaedia (generalia)	विश्वकोश
Encyclopaedia (of a particular subject)	ज्ञानकोश
Entry	संलेख
Entry element	संलेख - प्रथम - व्यक्ति
Entry word	संलेख - प्रथम - पद
Epitome	संक्षेप

Epitomisation	संक्षेपण
Epitomiser	संक्षेपक
Executive	मन्त्रि - मण्डल
Extract	उद्ग्रहीत
Extract note	उद्ग्रहीत - अधिसूचन
Extraction note	उद्ग्रहण - अधिसूचन
Facet	मुख
Facet formula	मुख - परिसूत्र
False Link	लक्ष्याभास
Fascicule	अवदान
Favoured country	इष्ट - देश
Favoured language	इष्ट - भाषा
Favoured script	इष्ट - लिपि
First series	प्रथम - माला
First vertical	प्रथमोर्ध्वा
Five laws of library science	www.5lawslibrary.org.in प्रथम - शास्त्र - पाँच सूत्री
Focus	लक्ष्य
Forename	नामाद्य - शब्द
Formula	परिसूत्र
Full stop	पूर्ण विराम
Fundamental	मौलिक
Gang-way guide	अन्तर्मार्ग - दर्शक
Generalia class	समूह - वर्ग
Generic title	सामूहिकारूपा
Geographical area	क्षेत्र
Gestalt theory	रचना - तन्त्र
Group	समूह
Guide	दर्शक
Guide card	दर्शक - पत्रक

Half title	उपाख्या
Heading	शीर्षक
Head-quarters	केन्द्र
Helpful sequence	अनुकूल - क्रम
Hereditary	आनुवंशिक
Homonym	एकनामनि
Honorific word	मानपद
Horizontal line	समरेखा
Illustrator entry	चित्रकार - संलेख
Imprint	मुद्रणाङ्क
Inclusive notation	समावेशाङ्कन
Independent	स्वतन्त्र
Index	निर्देशि
Index entry	निर्देशि - संलेख
Individualisation	व्यक्ति - साधन
Individualised	व्यक्ति - सिद्ध
Individualising	व्यक्ति - साधक
Individualising element	व्यक्ति - साधक - व्यक्ति
Initial	अग्राक्षर
Initonym	अग्राक्षरनाम
Institution	संस्था
Integer	पूर्णा - समङ्क
Inter-dependent	अन्योन्य - तन्त्र
Interrupted publication	व्याहृत - प्रकाशन
Inventory	अस्तित्व - पत्र
Inverted commas	उद्धार - कोष्ठक
Irregular	निरवधि
Issue (of periodicals)	अवदान
Joint author	सह - ग्रन्थकार

Joint author entry	सह - ग्रन्थकार - संलेख
Joint author index entry	सह - ग्रन्थकार - निर्देशि - संलेख
Joint corporate author	सह - समष्टि - ग्रन्थकार
Joint editor	सह - संपादक
Joint personal author	सह - व्यक्ति - ग्रन्थकार
Judiciary	न्यायविभाग
Jurisdiction	अधिकार - क्षेत्र
Label entry	संज्ञाति - नाम - संलेख
Last	अन्त्य
Later title	पराख्या
Law (as hypothesis)	सूत्र
Leading line	अग्ररेखा
Leading section	अग्रानुच्छेद
Learned society	विद्वत् - परिषद्
Librarian	ग्रन्थालयि
Library	ग्रन्थालय
Library catalogue	ग्रन्थालय - सूची
Library hand	ग्रन्थालय - लिपि
Link	लक्ष्य
Local variation	स्थान - विभेद - जनित
Main class	प्रधान - वर्ग
Main entry	प्रधान - संलेख
Major series	प्रधान - माला
Memorial	स्मारक
Micro document	ग्रन्थक
Minor series	उपमाला
Monograph	एक - आत्मक
Multifocal	अनेक - लक्ष्यक
Multiple heading	अनेक - शीर्षक

Multiple series note	अनेक - माला - अधिसूचन
Multi-volumed	अनेक - संपुटक
Multi-volumed simple book	अनेक - संपुटक - पृथक् - पुस्तक
Museum	पुरातन - प्रदर्शन
New series	नव - माला
Notation	अङ्कन
Note	अधिसूचन
Number	समङ्क
Number, Cardinal	संख्या
Number (of a periodical)	अवदान
Number, Ordinal	क्रमांक - समङ्क
Off-print	उन्मुद्रण
Open access	आसङ्ग
Open notation	अपूर्तिङ्कन
Ordinary number	क्रमांक - समङ्क
Ordinary composite book	सुसंगत - पुस्तक
Ordinary letter	सामान्य - लिपि
Organ (medium)	विचार - वाहक
Organisation	संघटन
Original work	मूल - कृति
Over-sized	महाकार
Pamphlet	पुस्तिका
Pamphlet collection	पुस्तिका - कक्षा
Parody	व्यनुकार
Part	भाग
Particular	विशिष्ट
Penultimate	उपान्त्य
Periodical	समुच्चित सामयिकः
Periodical publication	सामयिक

Personal author	व्यष्टि - ग्रन्थकार
Personal name	व्यष्टि - नाम
Personnel	कर्तृ - गण
Phase	आश्लेष
Phased	आश्लिष्ट
Phase relation	आश्लेष - सम्बन्ध
Phrase	वाक्यांशक
Principle	न्याय
Printer	मुद्रक
Printer's catalogue	मुद्रकीय - सूची
Procedure	प्रक्रिया
Process	सरणि
Pseudonym	कल्पित - नाम
Pseudonym—real name entry	कल्पित - तथ्य - नाम - संलेख
Pseudo-series	कल्पित - शृङ्खला
Publisher	प्रकाशक
Publisher's catalogue	प्रकाशकीय - सूची
Punctuation mark	विराम - चिह्न
Reader	सेव्य
Real name	तथ्य - नाम
Receptacle	आधार
Reference librarian	अनुल्यी
Reference service	अनुल्य सेवा
Regulation	नियम
Rendering	उपकल्पन
Reprint	उन्मुद्रण
Reprinted	पुनर्मुद्रित
Reserved collection	निहित - कक्षा
Respective	प्रातिस्विक

Reviser	संशोधक
Routine	परिपाटी
Rule	धारा
Scheme	पद्धति
Second favoured language	द्वितीय - इष्ट - भाषा
Second series	द्वितीय - माला
Second vertical	द्वितीयोर्ध्वा
Secondary element	संलेख - प्रथमेतर - व्यक्ति
Secondary name	उपनाम
Section	अनुच्छेद
Semicolon	लघुतर - विराम
Separate	अनुमूद्रण
Sequence	कक्षा
Serial	आवर्तित - सामयिक
Serial number	माला - समझ
Series	माला
Series entry	माला - संलेख
Series index entry	माला - निर्देशि - संलेख
Series note	माला - अधिसूचन
Set	संघात
Schedule	तालिका
Shelf	फलक
Shelf arrangement	पुस्तक - व्यवस्थापन
Shelf-guide	फलक - दर्शक
Shelf-register	पुस्तक - क्रम - पञ्जिका
Shelf-register-card	पुस्तक - क्रम - पत्रक
Shelf work	व्यवस्थापन - कार्य
Short title	लघु - आख्या
Significant link	सार्थक - लक्ष्य

Simple book	पृथक् - पुस्तक
Single-volumed	एक - संपुटक
Sought link	वाञ्छित - लक्ष्य
Special cross reference entry	विशेष - विषयान्तर - संलेख
Specific	विशिष्ट
Specific subject	विशिष्ट - विषय
Specification	निर्धारण
Splitting	विच्छेद
Square bracket	ऋजु - कोष्ठक
Staff	कर्तृ - गण
Standard card	मानित - पत्रक
State	प्रदेश
Sub-class	उपवर्ग
Subdivision of a department	उपविभाग
Subheading	उपशीर्षक
Subject analytical	विषयान्तर - संलेख
Subject catalogue	विषय - सूची
Subject heading	विषय - शीर्षक
Subject matter	प्रतिपाद्य - विषय
Subject sub-heading	विषय - उपशीर्षक
Subordinate	परंपरित
Successive	क्रमागत
Supplement	अनुगत
Surname	वंश - ना
Symbol	सङ्केत - चिह्न
Table	पत्रक - दर्शक
Tag	ग्रन्थ - दर्शक
Taluk	उपमण्डल
Temporary collection	अस्थायि - कक्षा

Term	पद - व्यक्ति
Theory	सिद्धान्त
Thesis	प्रमिति
Thought, embodied	ग्रन्थ
Tier-guide	भूमि - दर्शक
Title	आख्या
Title (decoration)	विरुद
Title entry	आख्या - संलेख
Title index entry	आख्या - निर्देश - संलेख
Title-page	आख्या - पत्र
Title-page, Back of the	आख्या - पत्र - पृष्ठ
Translator	भाषान्तरकार
Translator entry	भाषान्तरकार - संलेख
Transliteration	लिप्यन्तरीकरण
Tray	पात्रक
Under-sized	अल्पाकार
Unifocal	एक - लक्ष्यक
Unipartite	एक - भागिक
Unique	अद्वय
Unit	मात्रा
Unit card system	ऐकिक - पत्रक - पङ्क्ति
Unsought link	अवाञ्छित - लक्ष्य
Variant - form - of - word entry	रूप - अन्तर - संलेख
Verso	पत्र - पृष्ठ
Village	ग्राम
Volume	संपुट
Volume-number	संपुट - समङ्क
Volume-numbering	संपुट - अङ्कन
Volume periodicity note	संपुट - समयान्तर - अधिसूचन
Who's who	नाम वृत्त

BIBLIOGRAPHY

Note 1: The Number of Section, which comes immediately after the serial number, is the Number of the Section in this book in which the reference to the book listed occurs.

Note 2: The following contractions are used:

- Administration = RANGANATHAN (S R): Library administration, 1935, (Madras Library Association, publication Series, 5).
- ALA = AMERICAN LIBRARY ASSOCIATION, CATALOGUING AND CLASSIFICATION (Division of—): A L A Cataloguing rules for author and title entries, ed 2, 1949.
- CC = RANGANATHAN (S R): Colon classification, ed 5, 1957, (Madras Library Association, publication series, 22).
- CCC = RANGANATHAN (S R): Classified catalogue code, ed 1, 1934, (Madras Library Association, publication series, 4).
- Five Laws = RANGANATHAN (S R): Five laws of library science, ed 2, 1957, (Madras Library Association, publication series, 23).
- Heading = RANGANATHAN (S R): Heading and canons, a comparative study of five catalogue codes, 1955.
- Prolegomena = RANGANATHAN (S R): Prolegomena to library classification, ed 2, 1957.
- Pruss Instruc = OSBORN (Andrew D), *Tr*: Prussian instructions, rules for the alphabetical catalogues of the Prussian libraries, 1938.
- RDC = CUTTER (C A): Rules for a dictionary catalogue, 1904.
- Theory = RANGANATHAN (S R): Theory of library catalogue, 1938, (Madras Library Association, publication series, 7).

- | | |
|------------|-----------------|
| 1 Sec 0111 | ALA. |
| 2 Sec 0113 | CC, ed 1, 1933. |
| 3 Sec 0125 | Theory. |
| 4 Sec 014 | Heading. |
| 5 Sec 014 | RDC. |
| 6 Sec 014 | Pruss Instruc. |

CLASSIFIED CATALOGUE CODE

- 7 Sec 014 SHANAHAN (Thomas J) etc, *Tr*: Rules for the catalogue of printed books, 1948.
- 8 Sec 0171 CCC.
- 9 Sec 0171 SAYERS (W C Berwick): Manual of classification.
- 10 Sec 0172 CCC, ed 2, 1945.
- 11 Sec 0172 Theory. P 354-366.
- 12 Sec 0172 CCC, ed 2, 1945. Rule 0624.
- 13 Sec 0173 CCC, ed 3, 1951. Sec 88.
- 14 Sec 0173 CCC, ed 3, 1951. Chap 91.
- 15 Sec 0173 CCC, ed 3, 1951. P 374-389.
- 16 Sec 0173 RANGANATHAN (S R) and NAGAR (Murari Lal): Anuvarga-suchi-kalpa. 1952.
- 17 Sec 020 Theory. P 60-75.
- 18 Sec 020 Heading. Sec 33.
- 19 Sec 0215 RANGANATHAN (S R): Social bibliography: Physical bibliography for librarians, authors, and publishers. 1952. (University of Delhi publications, library science series, 4). Sec 44.
- 20 Sec 022 ALA. Rule 92.
- 21 Sec 022 Pruss Instruc. Part 3.
- 22 Sec 0224 CC.
- 23 Sec 0225 *Pragmatism*.
- 24 Sec 0234 CCC, ed 3, 1951. Rule 1252.
- 25 Sec 0247 Theory. P 114-118.
- 26 Sec 0251 RDC.
- 27 Sec 026 CCC, ed 3, 1951. Chap 7 to 8.
- 28 Sec 0272 Five Laws. Chap 2.
- 29 Sec 0281 Heading. Sec 338.
- 30 Sec 0316 Five Laws, ed 1, 1931.
- 31 Sec 0316 Five Laws. Chap 8.
- 32 Sec 032 JHALAKIKAR (Bhim charya): Nyayakosha, ed 2, 1893.
- 33 Sec 0321 RANGANATHAN (S R) and SIVARAMAN (K M): Classification of allusion books. (Modern librarian, 7, 1937, 127-133).
- 34 Sec 0352 RANGANATHAN (S R): Library catalogue: Fundamentals and procedure. 1950. (Madras Library Association, publication series, 15). Sec 8242.
- 35 Sec 0357 UNITED NATIONS, PUBLIC INFORMATION (Department of—): United Nations library service. 1948. P 7 and 11.
- 36 Sec 0358 Pruss Instruc. Rule 23.
- 37 Sec 0363 Administration. P 369-370.
- 38 Sec 0363 RANGANATHAN (S R) and SIVARAMAN (K M): Library manual. 1950. Sec 4627.

BIBLIOGRAPHY

- 39 Sec 061 Five Laws. Sec 53, 534, 64, 643.
- 40 Sec 061 RDC. P 12.
- 41 Sec 070 Five Laws. Sec 72.
- 42 Sec 0703 Theory. Chap 62.
- 43 Sec 07914 Administration. Sec 81.
- 44 Sec 07914 RANGANATHAN (S R): School and college libraries. 1942. (Madras Library Association, publication series, 11). Sec 551 *et seq.*
- 45 Sec 0821 RANGANATHAN (S R): Alphabetical arrangement, A survey of basic principles. (I S I bulletin, 2, 1950, 66-73).
- 46 Sec 08243 Theory. Chap 64.
- 47 Sec 13234 Theory. P 294.
- 48 Sec 13398 RANGANATHAN (S R): Document, conventional and non-conventional. (Annals of library science, 3, 1956, 22-32).
- 49 Sec 1522 RANGANATHAN (S R) and SUNDARAM (C): Reference service and bibliography. 1940. (Madras Library Association, publication series, 9). Part 4.
- 50 Sec 1523 RANGANATHAN (S R): Indian national bibliography. (Annals of library science, 4, 1957, 65-72).
- 51 Sec 1523 WELLS (A V): Bibliographical bibliography; (Annals of library science, 4, 1957, 73-89).
- 52 Sec 1572 Five Laws. Sec 4781, 531-534, 64, 643-646.
- 53 Sec 1572 Theory. Chap 32 and 33.
- 54 Sec 181 RANGANATHAN (S R): Rendering of Asian names.
- 55 Sec 262 RDC. 1904. Rules 226 and 227.
- 56 Sec 3421 Prolegomena. Sec 174.
- 57 Sec 357 Prolegomena. Sec 171.
- 58 Sec 360 Prolegomena. Sec 152.
- 59 Sec 360 Prolegomena. Sec 1881.
- 60 Sec 360 Prolegomena. Sec 1882.
- 61 Sec 3D401 Prolegomena. Sec 811.
- 62 Sec 3D404 RANGANATHAN (S R): Chain procedure and dictionary catalogue; (Annals of library science, 1, 1954, 220).
- 63 Sec 421 Theory. Chap 12.
- 64 Sec 5101 RDC. P 34.
- 65 Sec 5103 Theory. Chap 01 and 02.
- 66 Sec 5107 Five Laws. Sec 687.
- 67 Sec 5109 Theory. Chap 63 and 64.
- 68 Sec 5140 QUINN (J Henry) and ACOMB (H W): Manual of cataloguing and indexing. P 104.
- 69 Sec 55232 Five Laws. Sec 532.

- 70 Sec 6165 Theory. Chap 31.
- 71 Sec 731 AMERICAN JOURNAL of science and arts, 92, 1866, 138.
- 72 Sec 7422 PHYSICAL THERAPEUTICS, 14, 1926, 56-57.
- 73 Sec 7427 Five Laws. Sec 1723.
- 74 Sec 752 SCHOOL AND society, 28, 1928, 529.
- 75 Sec 752 AMERICAN EDUCATION, 32, 1928, 148.
- 76 Sec 7Y5 GARDE (P K): Directory of reference books published in Asia. 1956. (Unesco bibliographical handbooks, 6).
- 77 Sec 7Y5 BIBLIOGRAPHICAL NEWS letter, Unesco, Libraries Division, 7 (1), 1958 (Jan), 4.
- 78 Sec 7Y5 RANGANATHAN (S R): Retrospective bibliography of Asian learned periodicals. (Handed over to Unesco in 1955, but not yet published).
- 79 Sec 8011 FILON (S P L): Union catalogues in Great Britain. (Annals of library science, 5, 1958, 14-21).
- 80 Sec 8012 BRUMMEI. (L): Union catalogues, their problems and organisation. 1956. (Unesco bibliographical handbooks, 5).
- 81 Sec 8014 WELLS (A J): British national bibliography. Sec 791. (Annals of library science, 4, 1957, 86).
- 82 Sec 8015 Heading. Chap 8.
- 83 Sec 802 RANGANATHAN (S R) etc: Union catalogue of learned periodical publications in South Asia, V 1 Physical and biological sciences. 1953. (Indian library Association, English series, 7).
- 84 Sec 8033 WELLS (A J): British national bibliography. (Annals of library science, 4, 1957, 73-89).
- 85 Sec 8034 INDIAN NATIONAL bibliography, Experimental fascicule (Decimal sequence). 1957.
- INDIAN NATIONAL bibliography, Experimental fascicule (Colon sequence). 1957.
- 86 Sec 8034 RANGANATHAN (S R): Indian national bibliography; (Annals of library science. 4, 1957, 65-72).
- 87 Sec 804 RANGANATHAN (S R): Depth classification and reference service and reference material. 1953. (Indian Library Association, English series, 6), Sec 2
- 88 Sec 805 GUPPY (H): Rules for the cataloguing of incunabula. 1932.
- 89 Sec 806 LIBRARY OF CONGRESS (United States of America): Descriptive-cataloguing in the Library of Congress. 1949. P 99.

BIBLIOGRAPHY

- 90 Sec 808 RANGANATHAN (S R): Documents, conventional and non-conventional. (Documentation in many lands, 4). (Annals of library science, 3, 1956, 22-32).
- 91 Sec 81140 Prolegomena. Sec 1434.
- 92 Sec 811431 Prolegomena. Sec 1438.
- 93 Sec 81144 CC. Part 2, chap 1.
- 94 Sec 818 EGGER (E): Berghoeffer system for union catalogue. (Annals of library science, 4, 1957, 58-61).
- 95 Sec 83021 Heading. Sec 932.
- 96 Sec 83021 WELLS (A J): British national bibliography, Sec 72. (Annals of library science, 4, 1957, 83).
- 97 Sec 83132 Prolegomena. Sec 174.

www.dbraulibrary.org.in

INDEX

Note 1: The index number against each item is the number of the Chapter or the Section of its occurrence in the text.

Note 2: The following abbreviations are used:

- def* = defined;
- desc* = described;
- irt* = in relation to;
- qirt* = quoted in relation to;
- rirt* = referred in relation to.

- Abbey 1461
- Abbreviated
 - title 1152
 - word 1836
- Abbreviation of
 - general words 8264
 - generic words 8261
 - geog names 8263
 - names of
 - languages 8263
 - subjects 8262
 - title of per pub 826
- Abnormal book
 - def* 0791
 - Symbol for 07913
- Abridgement
 - def* 1141
 - irt* Authorship 1415
- Abstracting periodical 84
 - def* 13323
 - irt* Introd 804
- Accession number section
 - def* 165
 - irt*
 - Its position 0735
 - Main entry 5107
 - National bibliog 8304
 - Per pub 716
 - Simple book 515
- Adaptation
 - def* 1142
 - irt* Authorship 1415
- Added entry
 - def* 1542
- Additional
 - generic name entry 454
 - related book note 8316
- Administrative organ
 - def* 12212
 - irt* Rendering 236
- All India Lib Conf 13235
- All-through alphabetisation 08244
- Alphabetical
 - device 316
 - part
 - desc* 1583
 - irt* Arrangement 082
 - of abstr per 8432
 - of nat bibliog 8332
- Alphabetisation 082
 - irt* Union catalogue
 - of books 818
- Alternative
 - geog name 225
 - name
 - entry 41
 - irt* Sup to author
 - statement 13232
 - of series 51423
 - title
 - def* 11511
 - entry 55234
 - note 5144
- Amalgamation 75

Amalgamation with
change in seq 752
continuation of title 751

Amer Lib Assoc 013

Ana 1411

Analytical entry 0356

Annotation 5109
section 1041

Anonymous
document 13291
work 1291

Arabic name 185

Arrangement of entries 08
Union catalogue
of books 818

Array 31901

See also Telescoped—

Article 13351

Article in
geographical name 2223
name of
institution 2412
series 273
title 261

Articles, List of 041

Artificial compos book 62
def 13342

Ascertainability, *See* Canon of Librarians

Asian Librarians' Conf 13235

Associated book

def 1357
entry 1561
note 5146
irt Sutra style 016

Associated periodical publication 7132

Atlas 1413

Attachment, *See*

Irremovable—

Removable—

Audio-visual document 807
def 13397

Author

analytical 613
def 1546
def 123
entry 1561
statement 1322

See also Supplement to—

Auxiliary word 18351

See also Irremovable—

Bank 1461

Basic

class 3116

Basic (*contd*)

generic name entry 453
main card 7D41

Bengali

split name 18381
three-worded name 18571
two-worded name 18372

Bibliographical

catalogue 5101
description 0251
section 1631

Bibliography 1522

Binder's title 11523

Bipartite catalogue 065

Block in heading 1743
irt Punctuation 0771

Board of Trade 1461

Book

See also

Artificial Composite—
Associated—
Composite—
Merger—
Multi-volumed—
Ordinary composite—
Related—
Simple—
Speaking—

def 1333

irt Laws of lib science 0316

Book form for

abstracting periodical 84084
catalogue 0701
national bib 8302
union catalogue of
books 8102
per publi 8202

Book index entry

Abstr per 845
Artificial composite
book 625

Classified catalogue 55
def 1586

Dictionary catalogue 5D3
def 15D6

National bibliography 835

Number of 1573

Ord comp book 615

Periodical pub 715

Book-trade 0216

Book selection

irt

Canon of sought
heading 0241

- Book selection (*contd*)
 irt (*contd*)
 Homonym 0233
 Botanical garden 1462
 Bound-book cat 0701
 British national bibliography
 irt
 Canon of sought
 heading 024D
 National bibliography 8032
 Burmese name 1805
- Call number 511
 entry
 def 1561
 irt Canon of
 prepotence 0224
 of multi-volumed book 633
- Canon
 See also Conflict of
 canons—
 Canon of
 Ascertainability 021
 irt
 Canon of
 permanence 026
 Principle of local
 variation 0352
- Context 025
 irt
 Feature heading 8322
 Principle of
 osmosis 0361
- Currency 027
 irt
 Class index heading 357
- Filiatory sequence 026
 Consistence 028
 Individualisation 023
 Permanence 026
 irt
 Conflict of canons 0271
- Prepotence 022
 irt
 Unesco project on
 Asian names 03541
- Purity 028
 Relevance 024
 Sought-heading 024
 irt
 Law of Parsimony 0342
- Canonical class 3115
 Canons of cataloguing 02
 Capital, Use of 076
- Card
 See also Continued —
 irt Its size 0802
 catalogue 0702
 irt Union catalogue
 of books 8102
 Carnegie library 0111
 Cartographer 1413
 Catalogue
 See also
 Bibliographical —
 Classified —
 Dictionary —
 Inventory —
 Service-library —
 def 151
 Catalogue code
 as legal document 0321
 irt Canon of sought
 heading 0242
 Catalogue Revision
 Committee 013
 Cataloguing
 Full *See* Full —
 profession 0216
 Cathedral 1461
 Cemetery 1461
 Ceylonese given name 1805
- Chain
 and link 320
 — *def* 31905
 irt
 Common isolate 3D292
 Its first part 3D291
 Its second part 3D292
- Chain procedure
 def 1555
 irt
 Canon of sought
 heading 0247
 Dictionary catalogue 3D
 Feature heading 8321
 Law of Parsimony 0341
- Chain-with-gap 3192
 Chamber of Commerce 1461
 Change of name
 See also Alternative name
 irt Institution 245
 Change of sponsor 74
 Change of title 74
 irt Dictionary cat 7D41
 note
 irt
 Inverted commas 51403

Change of title (*contd*)*irt* (*contd*)

Rendering 5144

with change in sequence of

volume number 742

without change in sequence

of volume number 741

Chapel 1462

Charter 1491

Chinese name 1205

Choice of

alternative name heading 411

class index heading 341

referred-from-heading in

alternative name entry 421

editor-of-series entry 441

generic name entry 451

per publication 7137

pseudonym-real name entry 431

variant-form-entry 421

referred-to-heading in

editor-of-series entry 443

pseudonym-real name entry 433

variant-form of-

word entry 4233

specific subject heading 3D491

subject heading 3D499

Chronological device 713

Church 1461

Class

See also

Complex —

Compound —

def 3111

Class index card 3621

Class index entry 36

def 1562*desc* 1587

for abstr per 843

for artificial comp book 623

for national bibliog 833

for ord comp book 613

for per publication 7131

for union cat of per pub 823

in catalogue in

book form 3622

in national bibliography 3624; 8307

irt

Canon of

prepotence 0228

sought heading 0247

Chain procedure 156

Choice 341

Favoured languages 0543

Class index entry (*contd*)*irt* (*contd*)

Rendering 35

Separate sequence 3623

Class index heading

irt Canon of currency 0271

Class number

continued after split up 761

not continued after

split up 762

def 3112 —*irt*

Error 0223

Its writing 0712

Class number entry 1561

Classics

def 117*irt* Class index entry 381

Classification 0651

Classified catalogue

as bipartite catalogue 065

def 1581*irt*

Canon of prepotence 0225

Classified catalogue code

irt

Canon of permanence 026

Laws of interpretation 0323

Classified index 846

Classified part

desc 1582*irt* 0811

Classified pocket 3D401

Class room as corrective 015

Closed for

library 711571

publication 711351

Closed notation

def 0781

Clubbed volumes 733

Collaborator

def 126

Collaborator

entry 1566

heading in

book index entry 531

main entry 5126

statement 1324

Collation

def 1345

in

national bibliography 8315

service library cat 5106

- Collation (*contd*)
 irt
 Canon of context 0252
 Main entry 5106
 Open access 0254
 College 1461
 Colon Classification *irt*
 Arrangement 08131
 Canon of prepotence 0224
 Commemoration volume 7120
 Commentator entry 1561
 Commentary
 irt
 Authorship 1416
 Class index
 entry 381
 Commerce, Chamber of 1461
 Common
 isolate 3D19
 digit 7138
 noun 1804
 organ 238
 Comparative study 013
 Compiler 124
 Complex
 class 3170
 isolate 318
 Complexity of
 name 1806
 per pub 70
 Combination of 78
 Diet cat 7D4
 Composite book 1334
 irt Laws of interpretation 0322
 Compound
 class 3123
 family name 1837
 given name 1838
 Concordance 1416
 Conference
 def 1224
 irt
 Rendering 25
 Proceedings 71123
 vs person as author 1424
 without name 254
 Conflict 0271
 Connecting
 symbol 3122
 word *irt*
 Phase relation 354
 Intra-facet relation 355
 Consistence *see* Canon of —
- Consolidated
 entry 1534
 general entry 1536
 main entry 08132
 specific entry 1535
 Constitution of dependency 1491
 Constitutional organ
 def 12211
 irt Rendering 234
 Conspectus 018
 Context *see* Canon of —
 Continuation 1416
 line 0732
 Continued card 0792
 Dictionary cat 7D411
 Contraction 042
 See also Abbreviation
 Contribution 13335
 Contributor 13352
 index entry 616
 Convent 1461
 Corporate
 author 1232
 body 122
 name entry 1563
 vs person 142
 Correspondence 1412
 Cost of cataloguing 0254
 Court of Law
 See also Subordinate—
 Decision of 1491
 Criticism note 5146
 Cross reference entry
 desc 1585
 for abstr per 842
 for artif comp book 622
 for national bibliog 832
 for ord comp book 612
 for per pub 712
 for simple book 52
 for union cat of per pub 822
 irt
 Canon of prepotence 0228
 Its number 1572
 Cross reference index entry 4
 def 1545
 for abstr per 844
 for artif comp book 624
 for national bibliog 834
 for ord comp book 614
 for per pub 714
 for union cat of per pub 824
 in national bib 83071

Cross reference index entry (*contd*)*irt*

- Arrangement 0814
- Its number 1575
- Mac 08232
- Canon of
 - permanence 026
 - prepotence 02291
 - sought heading 0246

Cultural impact 1807

Cumulative index 716

in union catalogue 8215

irt Supplements 774

Currency See Canon of—

Current value of national bibliography 8032

Decision of Court of Law 1491

Delegation 147

Dependency, Constitution of 1491

Dependent work 1414

Descriptive element

def 178*irt*

Punctuation 0772

Typography 0743

Dialogic 1411

Dictionary catalogue

as unipartite catalogue 0644

def 15D*irt*

Canon of

prepotence 0225

sought heading 024D

Chain procedure 3D2

Fallacy 0652

of per pub 7D

of simple book 5D

Differential rules 0358

Diplomatic conference 253

Directing section

def 1691*irt* Typography 0742

of class Index entry for per pub 7135

Disiderata 7Y

Document

See also

New—

Old—

def 1311*irt* Laws of lib sc 0316

Documentation

Committee 13237

Documentation (*contd*)

list 1521

Dramatisation 1416

Duplication of

class index heading 344

cross reference index

entry 404

Ecclesiastical polity 144

Edition

def 134

in main entry 5133

Editor series 51413

Edition of original

irt

Translation 513201

Edition statement 1327

Edition with distinctive name 281

Editor entry 1561

Editor of series entry 44

Endowment 1461

Entry

def 1531*irt* Number 157Entry element *irt*

Error 0223

Name-of-person 1846

Supplement to author

statement *irt*

Choice 13233

Experimentation 13237

Title 2611

Typography 0741

Entry name 1848

Error 0223

Evolution of lib cat 06

Exchange 1461

Excutive phase 0172

Exhibition 1462

Expectation of life of book 0254

Experimental station 1462

Expressed thought 113

Extract

def 1355

entry 1561

from

book 51432

periodical 51431

irt Canon of sought heading 0244note *irt*

Inverted commas 51403

Rendering 5143

Extracted book entry 1561

Extraction notes 5145

Extraction notes (*contd*)
irt Inverted commas 51403

Facet 3120

False link 322

Family name

See also

Compound—

Three worded—

Two worded—

def 1832

irt potency 1805

Fanciful title 53222

def 1155

Favoured language 051

Feature headings in

national bibliography 832

union catalogue 327

Festival 1462

Festschrift

as composite book 617

as vol of periodical 7120

Index entry 617

Fifth Law

Enumerated 0315

irt

Physical form 070

Laws of Interpretation 0322

Filiatory sequence *See* Canon of —

Filing catalogue card *irt*

Call number entry 0224

Class index entry 0227

Cross reference entry 0227

Dictionary cat 0225

Finding list *irt*

Union catalogue of

books 8011

per pub 8203

Firm 1461

First heading 1753

First Law 0311

First vertical 0716

Fleeting material 0357

Focus 3113

Format 1344

in national bib 8315

in lib cat 5106

Foundation 1461

Fourth Law

def 0314

irt Generic name entry 451

Full

cataloguing 0251

name 1843

Function of

• library cat 061

words in name 1803

Fused link 323

General

added entry 1544

entry 1533

subject entry 1554

Generic

class index entry 7137

name entry 45

See also

Additional —

Basic —

title with

one author 282

two or more authors 283

Geographical

device 314

isolate number 7138

name 22

Gestalt alphabetisation 0824

Given name

See also

Compound —

Split —

Two worded —

def 1831

irt

potency 1805

Gjelsness 013

Government

def 1222

name 23

organ 232

vs institution 143

Guide card 083

Guild 1461

Gujarati

compound family name 18373

given name 18384

Half title

def 11521

page 13283

Head of government 2341

Head of State analogy 0317

Heading

See also

Block in —

Class Index —

First —

Second —

Heading (*contd*)*See also*

Homonymous —

Individualised —

Interpolated —

Word groups in —

Alternative name entry 411

Class index entry 361

per pub 7134

def 170

Main entry 512

Artificial comp book 822

Ordinary comp book 622

Per publication 7112

Simple book 5121

section 162

Specific entry in DC.5D21

Hindi name

irt Split name 18381

Hindi version 0173

Holdings card 8116

Holdings section

per publication 7115

union catalogue

books 8113

irt Routine 8011

per publications 8217

Holism 067

Homonym

def

Sense 1 171

Sense 2 172

Sense 3 173

irt

Areas outside one

another 223

Area within area 224

Fatal result 0231

Title 265

Homonymous heading

def

Sense 1 1711

Sense 2 1721

Sense 3 1731

Host document 13113

Honoric word

irt

Institution 2413

Person 1834

Series 273

Title 261

Hospital 1462

Illustrator entry 1561

Imitation 1416

Immediate universe 31902

Impartiality *See* Law of —

Imprint

def 1326

National bib 8315

Main entry 5104

Improvised title 264

Inclusive notation 0781

Incunabula 1337

irt

Canon of context 0251

Catalogue code 805

Independent series note 514421

Index 1416

Index number

def 0733

Class index entry 363

section 1691

Indexing periodical 84

def 13324

India 7Y2

Indian

family name 1805

given name 1805

Lib Assoc *irt*

Desiderata 7 Y4

Name-of-person 0354

Supplement to author

statement 13235

name 1807

national bib *irt*

Roman script 0355

National Comm Unesco *irt*

Name-of-person 0354

Supplement to author

statement 13235

standard for

supplement to author

statement 13237

Standards Institution *irt*

Alphabetisation 08244

Supplement to author

statement 13235

Individualisation *see* Canon of —

Individualised heading 174

Individualised word-group 1742

Individualising element

def

Sense 1 1712

Sense 2 1722

Sense 3 1732

irt

Area within area 223

Individualising element (*contd*)*irt* (*contd*)

Areas outside one

another 224

Bracket 0773

Canon of

prepotence 0228

individualisation 023

Class index heading 356

Conference 252

Main entry 5123

Name of

department 2362

institution 242

Series 274

Series with proper names 276

Temporary organ 237

Title 2651

Title of per pub 71122

Typography 0714

Individualising number 81145

Indology 0234

Initial article 0822

Ink 0711

Institution

def 1223*irt* Rendering 24

vs Government as author 143

vs Institution

Instrument record 13398

Inter-dependent series note 51422

International

Advisory Committee on

Bibliog *irt*

Directory of periodical

publications in Asia 7Y5

Name-of-person 0354

bibliography 0256

catalogue code 035

Committee on Bibliog 13235

Congress of Orientalists 055

institution 1465

standard for

supplement to author

statement 13238

Standards Organisation 13238

Interpolated heading 2363

Interpretation *see* Law of —

Interrupted publication 73

Interview 1411

Intra-facet relation 3181

Inventory catalogue 5102

Irregularity in vol numb 72

Irremoveable

attachment 1833

auxiliary word 1835

ISO/ T C 46 13238

Isolate

See also Missing—*def* 3120

Isolate-at-telescoping point 31911

Japanese

family name

given name 1805

Joint author 5124

def 125

entry 156

irt Law of impartiality 033

Joint collaborator

entry 1561

heading 51262

Kannada

compound family name 18373

split name 18381

Key to lib numb 8115

Knowledge-unit 111

www.kannada.library.org.in

irt Homonym 0234*irt* Law of interpretation 0323

Laboratory 1462

Language 05

See also

Most popular —

Scale of —

irt

Geographical name 221

Name of institution 2411

National bibliog 8034

Title 2601

Last link 321

Law of

impartiality 033

parsimony 034

irt

Canon of context 0251

Generic name entry 451

Principle of osmosis 0361

irt

Laws of interpretation 0322

Territory 1491

• Laws of

interpretation 032

Laws of (*contd*)

lib science 031

irt

Periodicity section 711351

Principle of osmosis 0361

irt

Laws of interpretation 0322

Leading

line 0715

section 161

irt

its position 072

Legal

proceedings 1491

publication 148

Legislative phase 0172

Library

irt

Authorship 1462

Its duty 067

Library catalogue

def 151*irt*

Holism 067

Keeper function 066

Its emancipation 0643

Its evolution 0646

Its first victory 0641

Its functions 061

Its future 068

Its physical form 070

Its second victory 0642

Its struggle 064

Salesmanship 063

Unexpressed wants 0661

Library hand 0713

Library number

in union catalogue of

books 8114

per pub 82172

Library of Congress 13231

Library science *See* Laws of —

Libretto 1410

Linguistic

bibliography 1525

catalogue code 035

Link

See also

False —

Fuse —

Last —

Lower

Missing —

Sought —

Link (*contd*)*See also*

Unsought —

Upper —

at telescoping point 3291

def 320

Literary work 118

Literature-search 0255

Local

Authority 1222

catalogue code

irt

Differential rules —

Principle of local variation 035,
0359

Locality number 81143

Locus

def 1346

section

def 1632

in subject anal entry 5D231

statements in cross ref entry 5203

Loose-leaf catalogue 0701

Lower link 327

Mac 08232

Macro

bibliography 14222

document 13111

thought 1121

Mahabharata 0231

Main class 3114

Main entry 51

def 1541*irt*

Arrangement 0813

Artificial comp book 621

Dictionary cat

Per pub 7D1

Simple book 5D11

Its number 15D1

Its sources 50

National bib 831

Ordinary comp book 611

Per publication 711

Simple book 51

Union cat of books 811

Main heading 1753

Main subject heading 342

Major series 275

Malayalam name 1832

Manuscript

def 13393*irt*

Canon of context 0251

- Manuscript (*contd*)
irt (*contd*)
 Cat code 805
- Map 1413
- Marathi
 compound family name 18373
 given name 1384
- Masonic body 1461
- Mediumistic communications 1411
- Merged book entry 1561
- Merger book
def 1356
 entry 1561
irt
 Canon of sought heading 0245
 Note 51426
 Sutra style 016
- Micro
 bibliography 15221
 document 13112
 reproduction 806
 thought 1121
- Minor series 275
- Missing
 isolate 31921
 link 3292
- Mitchel Library 0111
- Monastery 1461
- Mosque 1461
- Most popular language 053
- Multiple
 card-system 0343
 heading 1752
 subject heading 1756
 title-pages 503
- Multiplicity of series note 5142
- Multivolumed book 63
def 13331
- Multiworded geog name 222
- Museum 1462
 tradition 062
- Music-setting 1416
- Mutt 1461
- Name
See
 Alternative
 Entry —
 Full —
 Pure —
 Reduced —
 Title page —
 Usage —
- Name-of-institution 241
- Name-of-person 18
 in name-of-institution 2414
irt Principle of local variation 0354
- Name of place 242
See also Geog name
- Narayana analogy 0317
- Narration 1411
- Natesananda 013
- National bibliography 83
def
 Sense 1 1523
 Sense 2 1524
irt Class index entry 3624
irt Canon of context 0252
- National cat codes
irt
 Name-of-person 0354
 Principle of local variation 035
- National cent library 0364
- National documentation 0257
- Neural necessity 3D401
- New document 0363
- New title with
 new class number 754
 old class number 753
 Normative case 0832
- Non-consecutive numbers 0788
- Normative principles 03
- Notation
See
 Closed —
 Inclusive —
 Open —
 section 164
- Note section 0714
irt
 Dictionary cat 05D14
 Main entry 514
- Nothing before something 08242
- Noun in heading 0352
- Novelisation 1416
- Number entry 1437
- Numeral
irt
 Style of writing 0745
 Name of institution 2415
- Observatory 1462
- Old document 0364
- Open access
irt
 Canon of context 0253

Open access (*contd*)*irt* (*contd*)

Collection 0253

Open for

publication 711341

library 711561

Open notation 0782

Ordinary comp book 61

def 13341

Organ

See also Common organ

conference 255

def 1221

of first remove 12215

of institution 243

of second remove 12216

of third remove 12217

Organisation 8014

Osmotic pressure of use 0365

Osmosis *see* Principle of —

Over-flow of title-page 13281

Over-sized book 0791, 07912

Packeted number 3150.

Paraphrase 1415

Park 1461

Parody 1416

Parsimony *see* Economy

Pedestrian work 1192

Pencil 0712

Periodical 13321

see also

Abstracting —

Indexing —

conference 71123

publication 7

def 1332*irt*

Arrangement of entries 0815

Canon of

permanence 026

filiatory sequence 026

Periodicity

of national bibliography 8033

section 7113

Permanence *see* Canon of —

Permanent organ 12213

Person

def 121*vs* conference 1424

corporate body 142

Personal

author 1231

name entry 1563

Phase 3171

relation 3172

Physical form of

catalogue 070

national bib 8302

union cat of

book 8102

per pub 8202

Pittsburgh 0111

Place

irt

Institution 252

Series 276

Political party 1461

Polyglot title page 504

Popular terminology 0272

Possessive case 08235

Post Office 1461

Posterity 8031

Potency *irt*

Its distribution 0221

Series 0221

Statistics 0222

Potency of

words in name 1805

Prenatal cataloguing 8015

Prepotence *see* Canon of —

Principle of

local variation 035

irt

Per publication 7136

osmosis 036

Printed

card cat 0703

vs written card 0343

Printed book 1331

Printing 0353

Produce Exchange 1461

Proper-name-title 1155

Proper noun 0541

Pseudonym 5125

Pseudo series 28

entry 1561

irt Canon of sought heading 0243

kind 1 1352

kind 2 1353

kind 3 1354

virt Sutra style 016

Pseudonym 126

Pseudonym-real name entry 43

Published price in

national bibliography 8315

service lib cat

- Publisher's
 catalogue 0252
 device 51301
 name 0252
 Puff 262
 Punctuation 077
 Pure name 1844
 Purity *See* Canon of —
 Purohitsuamy 013
- Quasi Class 1191
- Rama VI 1807
 Reduced name 1845
 Referred-from heading
 def 15452
 in cross ref index entry 4011
 in editor of series entry
 Choice 441
 Rendering 442
 in pseudonym-
 real name entry
 Choice 431
 Rendering 432
 in *See also* subject entry 3D61
 in variant-form entry
 Choice 422
 Rendering 4221
 Referred-to heading
 def 15451
 in cross ref index entry 4012
 in editor of series entry
 Choice 443
 Rendering 4431
 in pseudonym-real name entry
 Choice 433
 Rendering 4331
 in *See also* subject entry 3D63
 in variant form index entry
 Choice 433
 Rendering 4231
 Reference service
 irt
 Canon of sought heading 0241
 Cross ref entry 5236
 Refractory cases 1491
 Region number 81141
 Regional Conference of
 Unesco National Commissions of
 South Asia and South Pacific
 13235
 Related book
 def 1350
 entry 1561
- Related book (*contd*)
 irt Rendering 285
 Relevance *See* Canon of —
 Religious order 1461
 Removeable attachment 1834
 Rendering 2
 heading in main entry 5122
 referred-from-heading in
 alternative name entry 432
 editor of series entry 442
 pseudonym-real name entry 432
 variant-form-of-word entry 422
 referred-to heading in
 editor of series entry 4431
 pseudonym-real name entry 4331
 variant-form-of word entry 4231
 subject heading 3D5
 Reprint 13552
 Research potential
 irt
 Homonym 0235
 Abstracting periodical 804
 Reviser entry 1561
 Revision 1415
 Revolt 0111
 Roman script 0355
- www.dharmalibrary.org.in
 Sacred work
 def 116
 irt Class index entry 381
 Sahasranama 0232
 Saint 08233
 Salesmanship 063
 Sankara 0232
 Sanskrit literature 02341
 Scale of languages 052
 School 1461
 of Librarianship
 London 0111
 Madras 0112
 Scientific method 012
 Scottish mane 08232
 Script of national bib 8034
 Second
 heading 1754
 Law
 def 0312
 irt Technical terminology 0272
 section
 def 1692
 of class index entry 363
 of cross refer index entry 402
 of title 263
 vertical 0719

Second (*contd*)

word in split name 18389

Secondary element

irt

Brackets 0773

Name of department 23602

Name-of-person 1847

Typography 0714

Section

See also

Accession number —

Annotation —

Bibliography —

Direction —

Heading —

Index —

Intermediate —

Leading —

Locus —

Note —

Title —

Tracing —

def 160*irt*

Its position 0715 *

Its typography 074

Section of

class index entry 360 library.org.in

cross reference entry 520

cross reference index entry 401

main entry of simple

book 510

per publication 7110

see also subject entry 3D60*See also* subject entry 3D5*def* 15D43*See also* subject heading 3D499

Selection 1415

Selective cataloguing 0358

Separate

def 13551

pagination for supplement 772

Sequal 1416

Sequence of

words 075

in name 1804

Serial 13322

Serial number

def 1351

in abstracting periodicals 8317

in national bibliography 8130

irt

Its position 0734

Pseudo series 1352

Serial number (*contd*)*irt* (*contd*)

kind 1 1352

kind 2 1353

kind 3 1354

Series note 51414-6

Series

See also

Major —

Minor —

def 1351

entry 1561

irt

Canon of prepotence 0221

Rendering 27

note

irt

Brackets 51401

Per publication 7114

Rendering 5141

Service-library 0252; 0253

catalogue 5103

Shop 1462

Simple

book 5

def 1336

heading 1751

per publication 71

Single vol simple book 5

Sinhalese

compound family name 18372

three-worded name 18371

two-worded name 18372

Sivaraman 012

Size of book 0791

Skeleton holdings card 8116

Sought

heading *See* Canon of —

link 325

South

Asia Regional Conf 13235

Pacific Regional Conf 13235

Speaking book 133951

Special cross ref entry 6221

Specific

added entry 1543

entry 1532

subject entry 5D2

def 15D41*irt* Choice 3D491

word entry 0226

Split given name 18381

Splitting up of per pub 76

Spoken word 141