

Understanding MARC 21 Bibliographic Records Subject Headings and Personal/Corporate Names Spring 2016 Week 5

Topical and Geographic Subject Heading Fields:

In MARC, the subject heading fields are found in the 6XX fields. In this section, we will focus on the 650 field for topical headings and the 651 field for geographic headings. A topical heading is one type of subject heading that describes what the work is about.

650 _0 \$a Proposal writing for grants \$z United States \$v Handbooks, manuals, etc.

650 _0 \$a Children's libraries \$z United States.

Geographic headings include the names of countries, states, cities, and other things you might not think of, like Indian reservations, national parks or rivers and other geographic features.

651 _0 \$a United States \$x Social life and customs \$v Fiction.

651 _0 \$a Great Sioux Indian Reservation (N.D. and S.D.) \$x History.

651 _0 \$a Pine Ridge Indian Reservation (S.D.) \$x History.

651 _0 \$a Flathead River (B.C. and Mont.)

Subfields:

The subfields for 650 and 651 are the same. Subfield a is where the subject heading itself goes, and the rest of the subfields are used for subdivisions.

\$x = general subdivision

\$z = geographic subdivision

\$y = chronological subdivision

\$v = form subdivision

Subdivisions are exactly what they sound like – they subdivide the subject heading so that its focus is narrower. There are a few different kinds of subdivisions, and they will make more sense when we start seeing examples.

Importance:

One of the important things to remember about subject headings is that they require authority control. Authority control is the process by which bibliographic information is organized utilizing a single, distinct name for each topic. That is, names, places objects and concepts are established in one form. Authority control is important because it allows us to maintain consistency when assigning headings. Additionally, it shows the relationships between subject headings through cross references. You can look up authority records at the Library of Congress authorities' web site (<http://authorities.loc.gov>).



LIBRARY OF CONGRESS AUTHORITIES

Using *Library of Congress Authorities*, you can browse and view authority headings for Subject, Name, Title and Name/Title combinations; and download authority records in MARC format for use in a local library system. This service is offered free of charge.

The authorities online catalog has been upgraded [May 19, 2008]

>> [Search Authorities](#) <<

[Help on Searching Authorities - Frequently Asked Questions](#)

If you have questions or comments, please send us feedback using our [Help Desk](#) page.

The process for finding subject headings is the same as it was when we search for series authority records. Whether you are looking for a topical heading or a geographic heading, choose Subject Authority Headings from the Search Type menu.

Children's Subject Headings

So far, we have only looked at LCSH. There is also another group of headings that you might encounter – the Library of Congress Children's Subject Headings. Library of Congress Children's Subject Headings are based on existing subject headings, but modified or reinterpreted to be used with juvenile works. In some cases, new headings were created.

Children's subject headings go into the same fields that LC subject headings, but the second indicator is 1. Just like with LC headings, for children's headings, topical headings go in 650 fields, and geographic headings go in 651 fields. Children's subject headings can be subdivided, too.

650 _1 \$a Poetry \$v Collections.

651 _1 \$a France \$x History \$y Charles V, 1364-1380 \$v Fiction.

You may run across these headings when you see Cataloging in Publication (CIP) information. CIP information is a bibliographic record that has been prepared by the Library of Congress prior to a book being published. This information can be found on a book's copyright page. In a CIP data block, children's headings appear in brackets.

Library of Congress Cataloging-in-Publication Data

Edwards, Julie, date

Dragon : hound of honor / Julie Andrews Edwards and Emma Walton Hamilton.— 1st ed.

p. cm. — (Julie Andrews collection)

“Adapted from the legend of the dog of Montargis.”

Summary: In medieval France, a wolfhound helps solve the murder of his master, the beloved son of the Count de Montdidier and leader of the Royal Bodyguard in the court of Charles V.

ISBN 0-06-057119-5 — ISBN 0-06-057120-9 (lib. bdg.)

[1. Knights and knighthood—Fiction. 2. Irish wolfhound—Fiction. 3. Dogs—Fiction. 4. Murder—Fiction. 5. Middle Ages—Fiction. 6. France—History—Charles V, 1364–1380—Fiction.]

I. Hamilton, Emma Walton. II. Title. III. Series.

PZ7.E2562Dr 2004

[Fic]—dc22 2003025019

CIP
AC

Example of CIP information

Note the square brackets around the block of subject headings.

If you are creating a record from scratch, you should check the subject headings you see in the CIP information. The correct form of the subject headings may have changed. For example, if you were cataloging a book with a CIP data block containing “Afro-Americans,” you would see that the Library of Congress had updated that subject heading.



LIBRARY OF CONGRESS AUTHORITIES



- Help
- New Search
- Search History
- Headings List
- Start Over

SOURCE OF HEADINGS: Library of Congress Online Catalog
INFORMATION FOR: Afro-Americans

Please note: Broader Terms are not currently available

Select a Link Below to Continue...

[Authority Record](#)

See: [African Americans](#)

[Help](#) - [Search](#) - [Search History](#) - [Headings List](#) - [Start Over](#)

Access Points for Personal Names:

In this section, we will talk about fields for personal names. Personal name fields are used the way they sound like they should be – the name of an individual person associated with an item you’re cataloging. Personal name fields can be used for creators (100 field and 700), for other people associated with a particular resource (700 field), or for subject headings (600 field).

If you see a personal name in a 100 field, it is usually the creator of whatever it is you are cataloging. If there is more than one creator, the name of the first person listed on the item goes in the 100 field, and the other names go in 700 fields.

The indicators for the 100 field and the 700 field are the same. The first indicator is used to represent the type of name, and the possible values are:

0 = forename (just a first name)

1 = surname (a name with last name first, then first name)

3 = family name (the name of a whole family, rather than one person)

The second indicator is undefined.

These two fields have a number of subfields. We are going to talk about the following:

a = personal name

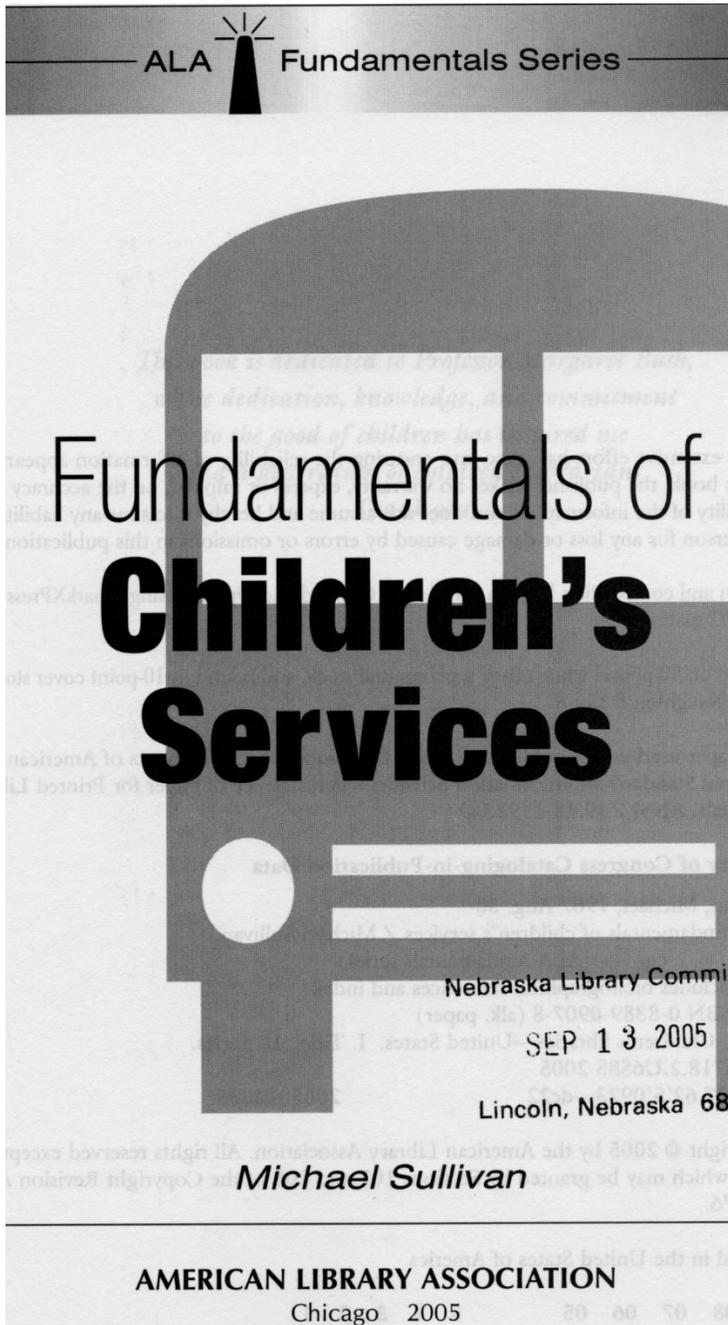
c = titles and other words associated with a name

d = dates associated with a name

e = relator term

q = fuller form of name

Like series headings, topical and geographic subject headings, personal names also need to be verified. Again, you can search for, and find the authorized heading at the Library of Congress Authorities website (<http://authorities.loc.gov>). Once you have verified the authorized form of the name, you can put it in the 100, 600 or 700 field in your record.



100 1_ \$a Sullivan, Michael, \$d 1967 Aug. 30- \$e author.

In this example, the author's name goes in subfield a, his date of birth (to distinguish him from other Michael Sullivans) goes in subfield d, and a relationship designator (which describes how he is related to the item being cataloged) goes in subfield e. The relationship designator must be chosen from a list of terms found at <http://www.loc.gov/marc/relators/>.

The names of people who perform other roles besides author (editor, illustrator, etc.) also go in 700 fields.

The Nonprofit Board's Role in Planning and Evaluation

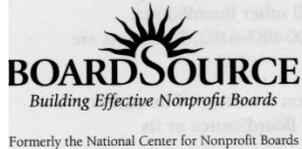
John A. Yankey, PhD
Amy McClellan, MNO

Book Seven of the BoardSource Governance Series

Nebraska Library Commission

SEP 6 2005

Lincoln, Nebraska 68508

**BOARDSOURCE**
Building Effective Nonprofit Boards
Formerly the National Center for Nonprofit Boards

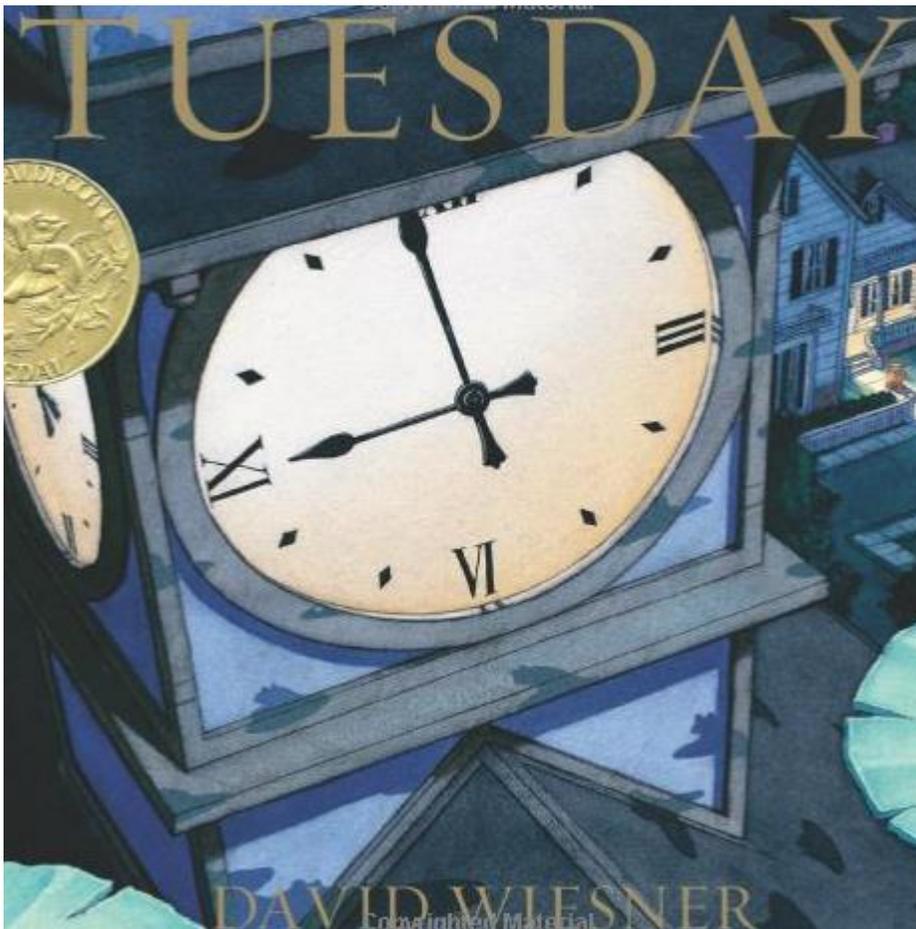
A book with two authors:

100 1_ \$a Yankey, John A., \$e author.

700 1_ \$a McClellan, Amy, \$e author.

For a book with only an illustrator:

100 1 _ \$a Wiesner, David, \$e illustrator.



TRICERATOPS

AND OTHER FOREST DINOSAURS

by Dougal Dixon



illustrated by
Steve Weston and James Field

For a book with an author and two illustrators:

100 1_ \$a Dixon, Dougal, \$e author.

700 1_ \$a Weston, Steve, \$e illustrator.

700 1_ \$a Field, James, \$d 1959- \$e illustrator.

For an audiobook with an author and a narrator:

100 1_ \$a Robb, J. D., \$d 1950- \$e author.

700 1_ \$a McMurdo-Wallis, Cristine, \$e narrator.



IMMORTAL IN DEATH

Writing as J.D. Robb, *New York Times* best-selling author Nora Roberts exhilarates readers by masterfully weaving romance and suspense into irresistible stories. *Immortal in Death*, from the futuristic series featuring police lieutenant Eve Dallas, is an engrossing tale of sex, drugs and unchecked ambition.

A top fashion model is murdered, and Eve's best friend, the other woman in a fatal love triangle, is the primary suspect. Searching for the truth, Eve infiltrates New York City's drug-infested underworld. What she finds is a culture obsessed with youth and fame, where powerful drugs are available to fulfill any desire—if the users are willing to risk their lives.

Always inventive, Robb combines all the elements of a top-notch thriller with her insightful vision of the near future. Narrator Cristine McMurdo-Wallis provides a confident voice for the strong-willed, street-wise Eve.

"Wonderful ... If ever there was a book for all tastes, this is the one."—**Affaire de Coeur**

"Richly imagined suspense."—**Publishers Weekly**

Narrator Cristine McMurdo-Wallis

After an early professional debut on the stage, Cristine played in summer stock theater during college. Graduating with a BA in theater, she taught theater, received grants to run theaters, and toured with many productions. Cristine has appeared in *Dancing at*

C1634 (10 compact discs/11.75 hours)

©1996 by Nora Roberts

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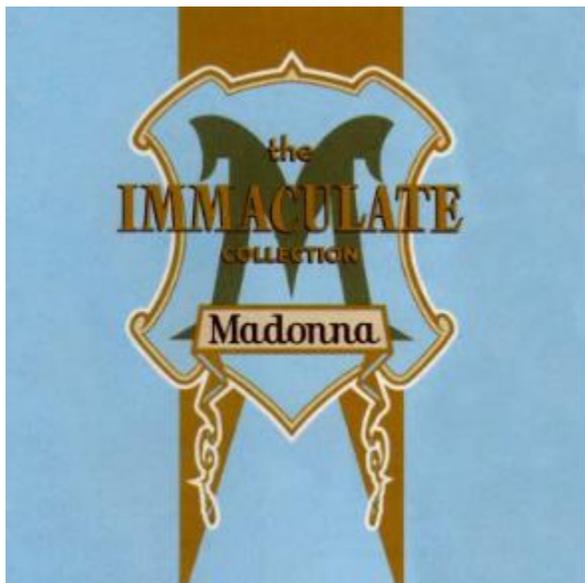
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Recorded by arrangement with J.D. Robb c/o Writer's House

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So far, all of the examples we have been looking at have been people who have both a last name and a first name, so the first indicator has been 1. If you have a person who is known by just a first name, the first indicator should be 0.



For a person known only by one name:

100 0 _ \$a Madonna, \$d 1958 - \$e performer.

If a book is about a person, then a personal name can be used as a subject heading. In this case, the name goes in a 600 field.

The first indicator is used for the same purpose as in the 100 and 700 field – to indicate the type of name. The values are the same as the ones for those fields. The second indicator is used to indicate the source of the name (just like with our 650 and 651 fields in the last section.) Most of the time, this will be 0, for names that come from the Library of Congress authority file.

A personal name in a 600 field would look like this:

600 10 \$a Stabler, Hollis Dorion.

When used as subject headings, personal names can also have subdivisions.

600 10 \$a Kafka, Franz, \$d 1883-1924 \$x Criticism and interpretation.

Access Points for Corporate Names:

Corporate names can also be used as access points. Corporate names are names of governments, organizations, companies, etc. If a corporate entities is considered to be responsible for a resource's content, it can be considered the creator and appear in the 110 field. Corporate entities do not have to be creators in order to be related to a resource. Corporate entities that are publishers, distributors, sponsors, issuing bodies, etc. can appear in the 710 field. The indicators for the 110 field and the 710 are identical. If you have a book that is about a corporate entity, you can use a corporate name as a subject heading in a 610 field.

Like personal headings, corporate headings also need to be verified. As previously stated, you can search for, and find the authorized heading at the Library of Congress Authorities website (<http://authorities.loc.gov>).

Indicators and subfields:

The first indicator represents the type of corporate name:

- 0 = inverted name
- 1 = jurisdiction name
- 2 = name in direct order

A jurisdiction name is the name of a government. Most other corporate names are names in direct order.

The second indicator tells us the source of the corporate name:

- 0 = Library of Congress
- 1 = LC subject heading for children's literature
- 2 = Medical subject heading
- 3 = National Agricultural Library subject authority file
- 4 = Source not specified
- 5 = Canadian subject heading
- 6 = Répertoire de vedettes-matière
- 7 = Source is specified in subfield \$2
- 8 = Sears subject heading

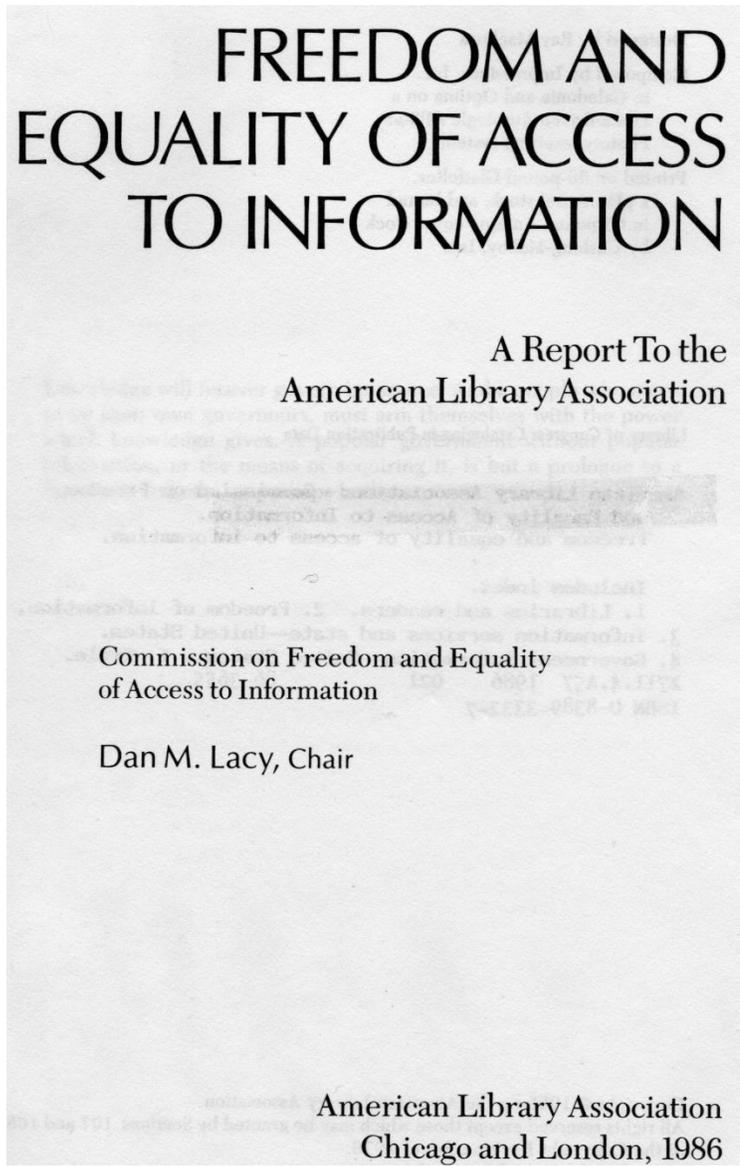
Of the 110, 610 and 710 fields, only the 610 uses a second indicator. Although there are many choices, the one you will usually use is 0, which indicates that your source was the Library of Congress authority file.

The 110, 610 and 710 fields have many subfields that could be used. We are going to focus on three:

- a = corporate name
- b = subordinate unit
- e = relator term

The corporate heading fields utilize the same relationship designators we talked about with personal names. The relationship designator must be chosen from a list of terms found at <http://www.loc.gov/marc/relators/>.

Here is an example of a corporate name in a 110 field:



110 2_ \$a American Library Association. \$b Commission on Freedom and Equality of Access to Information, \$e author.

In this example, the American Library Association represents the larger organization while the Commission on Freedom and Equality of Access to Information is the smaller or subordinate group that falls under the umbrella of the ALA.

American Library Association. Commission on Freedom and Equality of Access to Information. Freedom and equality of access to information.

Includes index.

- 1. Libraries and readers. 2. Freedom of information.**
- 3. Information services and state--United States.**
- 4. Government information--United States. I. Title.**

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