Subject Headings Behind the Scenes

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Objectives

- Provide the FDLP Community with more in-depth information related to cataloging of government information dissemination products
- Share details about the work done by LTS (Library Technical Services) at GPO
- Expand on information provided by previous LTS webinar:
 Subject Headings in the Catalog of U.S. Government Publications (CGP)
 GPO Library Technical Services Webcast and Webinar Series Part 14



Overview

- Controlled vocabularies
- Library of Congress Subject Headings (LCSH)
 - Assigning headings in catalog records
 - Common headings for government information dissemination products
 - Interpreting headings
- Library of Congress Genre/Form Terms (LCGFT)
 - Common terms for government information dissemination products

Overview, cont.

- Proposing new headings
 - LCSH and LCGFT
- Quality control measures
- Tips for searching the Catalog of U.S. Government Publications (CGP)
 - https://catalog.gpo.gov/

Controlled Vocabularies



Controlled Vocabularies

Controlled vocabularies

Lists of words and/or phrases that are used to index and/or retrieve content, and that may include cross-references. For lists of words and their synonyms and often their antonyms see Thesauri (Dictionaries).

UF Controlled terms

Headings, Subject

Ontologies (Controlled vocabularies)

Subject headings

Taxonomies (Controlled vocabularies)

Terms, Controlled

Thesauri (Controlled vocabularies)

Thesauruses (Controlled vocabularies)

Vocabularies, Controlled

BT Reference works

from LCGFT:

https://www.loc.gov/aba/publications/
FreeLCGFT/GENRE.pdf

Controlled Vocabularies - LCSH and LCGFT

- UF = USE FOR
- BT = BROADER TERM
- NT = NARROWER TERM
- SA = SEE ALSO

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Vocabularies, Controlled

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Controlled Vocabularies – LCSH and LCGFT

LCSH = Library of Congress **Subject** Headings

➤ What a resource is **about**

LCGFT = Library of Congress <u>Genre/Form</u> Terms

What a resource is

Other Controlled Vocabularies

MeSH (Medical Subject Headings)

65012 | a Pregnancy in Adolescence | x statistics & numerical data | z United States.

65022 | a Adolescent | z United States.

NASA (NASA Thesaurus)

650 7 |a Software engineering. |2 nasat

650 7 |a Space suits. |2 nasat

FAST (Faceted Application of Subject Terminology)

61017 | a United States. | b Congress. | b House. | b Select Committee on the Outer Continental Shelf. | 2 fast | 0 (OCoLC) fst00533448

650 7 |a Expenditures, Public. |2 fast |0 (OCoLC)fst00918345

Subject Headings in the Catalog of U.S. Government Publications (CGP) GPO Library Technical Services Webcast and Webinar Series - Part 14



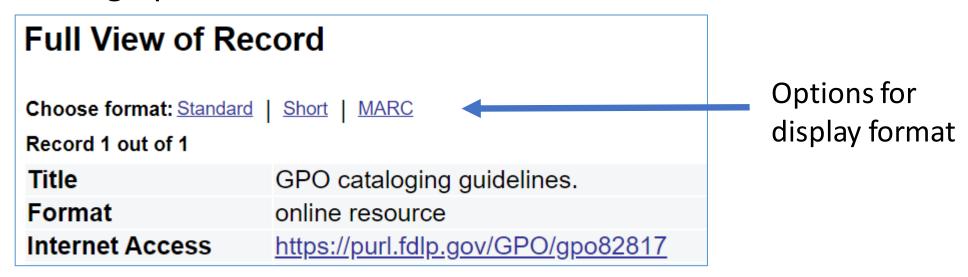
Library of Congress Subject Headings (LCSH)

Library of Congress Subject Headings (LCSH)

- Primarily used to describe the subject of a resource; what it's about
- "LCSH" refers to both the list of headings and to individual headings.
- The only subject headings list accepted as a worldwide standard
- Actively maintained by LC since 1898
- Takes into account user needs and literary warrant
- Implemented in conjunction with the <u>Subject Headings Manual</u>
- "Assigning" refers to determining a subject heading and adding it to a bibliographic record

LCSH - Example from CGP (https://catalog.gpo.gov/)

Bibliographic record in Standard View



Scroll down...

LCSH - Example from CGP (https://catalog.gpo.gov/)

Standard View of CGP Record #1027622

Subject	<u>United States. Government Publishing Office. Library Technical Services Handbooks, manuals, etc.</u>	
	Federal Depository Library Program Handbooks, manuals, etc.	
Subject - LC	<u>Cataloging of government publications United States -</u> <u>- Handbooks, manuals, etc.</u>	

MARC View of CGP Record #1027622

650 0	a Cataloging of government publications z United States v Handbooks, manuals, etc.	
61010	10 a United States. b Government Publishing Office. b Library Technical Services v Handbooks, manuals, etc.	
61020	a Federal Depository Library Program v Handbooks, manuals, etc.	

LCSH – Types of Headings (with examples)

- Topical concepts
 - Digital currency
 - Off-label drug use
- Buildings/Structures
 - J. Edgar Hoover Building (Washington, D.C.)
 - Patterson-McDermott Cabin (Skagway, Alaska)

- Events
 - Hurricane Irma, 2017
 - Mobile Campaign, 1865
- Geographic features
 - Little Black River Watershed (Ark. and Mo.)
 - Manhattan Project National Historical Park

Assigning LCSH – Library of Congress Authorities https://authorities.loc.gov/

- LC authority files:
 - Subject authorities
 - Name authorities
- Headings established for consistency and usability

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.

Assigning LCSH – GPO Policy

All subject headings in GPO bibliographic records must be confirmed in the Library of Congress Authority Files.

- Persistent exceptions from the Subject Headings Manual:
 - Some headings, such as geographic regions, are constructed in bib records as needed
 - Some titles do not need to be established
- Temporary exceptions:
 - Subject heading has been proposed to the Library of Congress
 - Name heading is being created for the Name Authority File

Assigning LCSH – MARC Fields

- 600 Individual person
- 610 Individual corporate body
- 611 Individual conference
- 630 Individual work (no creator having principal responsibility)
- 650 Topical (including classes of people, types of corporate bodies, and types of places)
- 651 Geographic (named place)

Assigning LCSH – Basics

- The first subject heading in a record represents the predominant topic of the work cataloged
- Headings after the first are generally entered according to order of predominance in the resource or in MARC tag order
- Generally have ten or fewer LCSH fields in a bibliographic record
 - average is three to five

Assigning LCSH – Rules

- Assign one or more subject headings that best summarize the overall contents of the work and provide access to its most important topics
- Assign headings that are as specific as the topics they cover
- Assign headings only for subjects that comprise at least 20% of the work
- Do not assign headings that represent subtopics normally considered to be included in an assigned heading's coverage
 - unless emphasis on a particular subtopic or a specific case forms at least 20% of the work



Assigning LCSH

If a heading represents two or three topics discussed in a work, and the heading includes no other topics within its scope, assign the one heading instead of two or three narrower headings.

- Title: In praise of single parents: mothers and fathers embracing the challenge.
 - 650 #0 \$a Single parents.
 - not

650 #0 \$a Single mothers.

650 #0 \$a Single fathers.

Assigning LCSH

Public administration (May Subd Geog)

Communication in public administration

Crisis management in government

Expenditures, Public

Foreign relations administration

Government accountability

Government missions

Government productivity

Government property

Governmental investigations

Intelligence service

Interagency coordination

Intergovernmental cooperation

Document A is about these two topics. Assign these two headings.

Document B is about these five topics. Assign the heading: Public administration

Assigning LCSH – Workflow

- Search CGP/Aleph for similar titles
- Search OCLC for PCC records with similar titles
- View MARC authority records for subject headings
- Search the Internet for definitions of terms and for synonyms
- Search LCSH for other keywords, synonyms
- Search Subject Headings Manual for appropriate free-floating subdivisions

Assigning LCSH – References

Socioeconomic status

USE subdivisions Economic conditions and/or Social conditions under classes of persons, e.g. Students--Economic conditions; Students--

Social conditions

USE Social status

UF = Use For

BT = Broader Term

SA = See Also

NT = Narrower Term

Social status (May Subd Geog)

UF Social standing

Socio-economic status

Socioeconomic status

Standing, Social

Status, Social

BT Power (Social sciences)

Prestige

SA subdivision Social conditions under classes of persons, e.g. Students--Social conditions

NT Fascism and social status

Marital status

Social classes

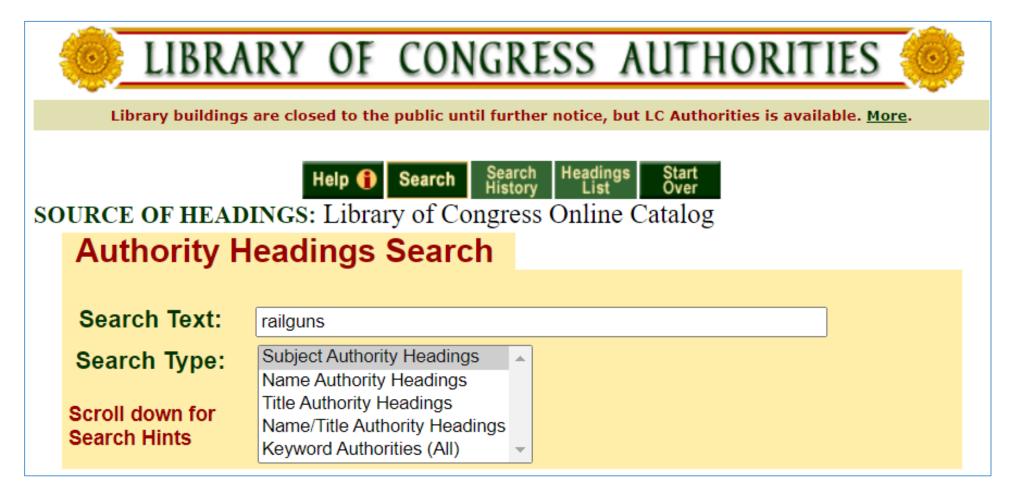
Social role

Speech and social status

Wit and social status

https://www.loc.gov/aba/publications/FreeLCSH/freelcsh.html

Assigning LCSH – MARC Authority Records



https://authorities.loc.gov/

Assigning LCSH - MARC Authority Record

LC control no.: sh2018003164

LCCN Permalink: https://lccn.loc.gov/sh2018003164

HEADING: Railguns

000 01280cz a2200229n 450

001 11088962

005 20190825062028.0

008 181211i| anannbabn |a ana c

010 | a sh2018003164

035 | a sh2018003164

040 | a DGPO | b eng | c DLC

150 | a Railguns

450 __ |a Electromagnetic railguns

450 | a Rail guns

550 _ |w g |a Ordnance

670 __ |a Work cat: O'Rourke, Ronald. Navy lasers, railgun, and gun-launched guided projectile, version 36, 2018: |b p. 1 (electromagnetic railgun (EMRG); railgun is also spelled as rail gun; EMRG is also abbreviated as EM railgun) p. 11 (sometimes referred to as a launcher rather than a gun or cannon; not a directed energy weapon)

670 __ |a The Oxford essential dictionary of the U.S. military, 2001 |b (rail gun: a weapon in which a projectile is accelerated electromagnetically along a pair of rails, used especially as an antimissile weapon)

670 __ |a Armed with Science blog, Dec. 12, 2018: |b "Here comes the BOOM: The Real Railgun of the U.S. Navy" (5 parts to the system: launcher, energy storage, pulse forming network, hypervelocity projectile, and gun mount)

675 __ |a Web. 3

from https://authorities.loc.gov

Assigning LCSH – CGP Authority Record

Sys. no.	000274719
<u>Heading</u>	Railguns
Seen from	Electromagnetic railguns
Seen from	Rail guns
Broader term	<u>Ordnance</u>
Broader term	<u>Ordnance</u>
Update Flag	N

Assigning LCSH – Subdivisions

• Some subdivisions are pre-assigned in headings

Flags—Desecration—Law and legislation (May Subd Geog) =

- Some subdivisions are "free-floating"
 - Assigned according to scope notes and the Subject Headings Manual
 - —Law and legislation (May Subd Geog) = Further subdivide by subdivisions used under legal topics.

Use as a topical subdivision under individual animals and groups of animals, individual chemicals and groups of chemicals, individual diseases and types of diseases, types of educational institutions, types of industries, individual materials and types of materials, individual plants and groups of plants, individual land vehicles and types of land vehicles, and individual wars.

Assigning LCSH – Subdivisions

- Topical (\$x)
 - Highlight subtopic
- Geographic (\$z)
 - Limit the topic to a particular place
- Chronological (\$y)
 - Limit the topic to a particular time period
- Form (\$v)
 - Indicate what the resource <u>is</u> (also see LCGFT)

"Free-floating subdivisions" exist for all of the above.

Assigning LCSH – Subdivision Scope Notes

Scope note:

—Equipment [

Use as a topical subdivision under military services.

Pattern Headings: Military Services H 1159

PATTERNS: United States-Armed Forces; United States. Air Force; United States. Army; United States. Marine Corps; United States. Navy

TYPES OF HEADINGS COVERED BY THE PATTERN: Headings for names of individual military services established as corporate bodies in the name authority file, including military organizations at the state or province level, such as national guards. Also included are subject

Application:



✓ Farm equipment

LCSH - Example Headings (Not Subd Geog)

- Aerodynamics
- Global environmental change (Not Subd Geog)
- Naval strategy
- Opioids
- Ozone

Assigning LCSH – Geographic Subdivision

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In LCSH:
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Ozone-Physiological effect (May Subd Geog)

In bib record:

Ozone \$x Physiological effect \$z Washington (D.C.)

In LCSH:

Wildlife conservation (May Subd Geog)

-Planning

In bib record:

Wildlife conservation \$z Washington (State) \$x Planning.

LCSH – More Example Headings

- Water-supply—Effect of global warming on (May Subd Geog)
- Water-supply—International cooperation
- Water-supply, Agricultural (May Subd Geog)
- Water-supply engineering (May Subd Geog)

Common LCSH – Subdivisions

- \$x aspects
- \$x conditions
- \$v Handbooks, manuals, etc.
- \$x History
- \$v Juvenile literature
- \$x Management
- \$x *or* \$v Maps
- \$x *or* \$v Periodicals

- \$x Analysis
- \$x Evaluation
- \$x Measurement
- \$x Monitoring
- \$x or \$v Observations
- \$x or \$v Statistics
- \$x Testing

Common LCSH Subdivisions – Congressionals

- \$x Law and legislation
 - legal aspects of the topic, and/or contains text of laws on the topic
 - generally used for laws and congressional reports
- \$x Legal status, laws, etc.
 - use under classes of persons and ethnic groups
 - generally used for laws and congressional reports
- \$x Government policy
 - course of action selected by national, state, or local governments to guide decision making and programs pertaining to the topic, class of persons, or ethnic group
 - generally used for congressional hearings



Common LCSH Subdivisions – Congressionals

- \$x Appropriations and expenditures vs. \$x Finance For use under individual government bodies:
 - \$x Appropriations and expenditures = appropriated funds
 - \$x Finance = non-appropriated funds
- \$x Rules and practice vs. \$v Rules and practice For use under types of and individual government bodies:
 - \$x Rules and practice = about the rules and practice of those bodies
 - \$v Rules and practice = contains the rules and practice of those bodies

Interpreting LCSH

Construct a phrase using the individual elements of the subject heading string in reverse order.

- Lungs \$x Wounds and injuries \$z United States \$x Prevention.
 - = Prevention in the United States of wounds and injuries to lungs
- United States. \$b Congress. \$b House. \$b Committee on House Administration \$v Rules and practice \$v Periodicals.
 - = Periodically issued rules and practice of the Committee on House Administration

Interpreting LCSH

The same elements may express different concepts depending upon their order in a subject heading string.

- Hospitals \$x Administration \$x Data processing \$x Evaluation.
 - = Evaluation of the application of data processing to the administration of hospitals
- Hospitals \$x Administration \$x Evaluation \$x Data processing.
 - = Application of data processing to the evaluation of the administration of hospitals

Library of Congress Genre/Form Terms (LCGFT)

Library of Congress Genre/Form Terms (LCGFT)

- Describes what a resource is, not what it is about
- Simpler than LCSH no subdivisions or "strings"
- GPO assigns when appropriate (useful)
- MARC coding, in 655 field:

655 7 |a Topographic maps. |2 lcgft

Common LCGFT

- Activity books
- Annual reports
- Atlases
- Bibliographies
- Environmental impact statements
- Handbooks and manuals

- Maps
 - and sub-types: Road maps, Topographic maps, Tourist maps, etc.
- Periodicals
- Sound recordings
- Statistics
- Video recordings

Common LCGFT – Congressionals

- Legislative hearings
 - Hearings, markups, roundtables
- Legislative materials
 - Reports, prints, documents
- Statutes and codes
 - Individual laws & compilations of laws
- Session laws
 - Laws enacted by legislature during particular session(s)

Proposing Headings



Proposing Headings

- GPO is a member of SACO (Subject Authority Cooperative Program)
- SACO member institutions can submit proposals for additions and changes to LCSH and LCGFT
- We establish a subject heading for a topic that represents a discrete, identifiable concept when it is first encountered in a work being cataloged
- Proposals are reviewed internally at GPO before being sent to LC
- A heading created by GPO contains DGPO at the beginning of the 040 field in the MARC authority record

Proposing Headings

PROPOSED

010 \$a sp2020000621 \$a DGPO \$b eng \$c DLC 040 \$a Foreign election influence 150 \$a Elections, Foreign influence on 450 450 \$a Foreign election interference 450 \$a Foreign electoral intervention \$a Foreign involvement in elections 450 \$w g \$a Elections 550

<u>FINAL</u>

		_	
010	\$a sh2020000621		
040	\$a DGPO \$b eng \$c DLC		
150	\$a Foreign interference in elections		
450	\$a Election influence, Foreign	450	\$a Influence in elections, Foreign
450	\$a Election interference, Foreign	450	\$a Influence on elections, Foreign
450	\$a Foreign election influence	450	\$a Interference in elections, Foreign
450	\$a Foreign election interference	450	\$a Intervention in elections, Foreign
450	\$a Foreign influence in elections	450	\$a Involvement in elections, Foreign
450	\$a Foreign influence on elections	450	\$a Meddling in elections, Foreign
450	\$a Foreign intervention in elections	550	\$w g \$a Elections \$x Corrupt practices
450	\$a Foreign involvement in elections		

\$a Foreign meddling in elections

450



LCSH Created by GPO

- COVID-19 (Disease)
- Cryptocurrencies
- Dark Web
- Foreign interference in elections
- Harriet Tubman Underground Railroad National Historical Park (Md.)
- Hurricane Michael, 2018
- Muslims \$x Persecutions

- National security \$x Climatic factors
- Real property \$x Valuation \$x Law and legislation
- Robocalls
- San Gabriel Mountains National Monument (Calif.)
- Shell companies



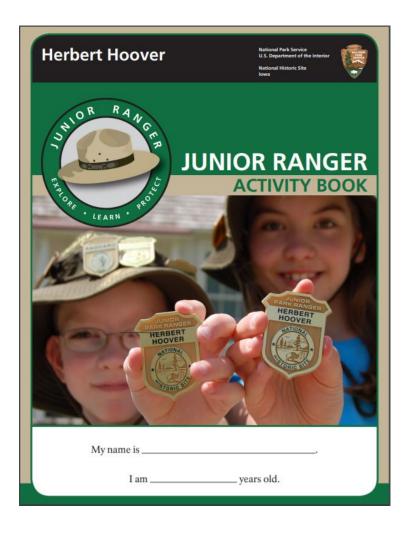
LCSH Created by GPO

- Appalachian Development Highway System
- Columbian mammoth
- Consolidation of gains (Military science)
- Ekven Cemetery Site (Russia)
- Emtricitabine/tenofovir disoproxil . fumarate
- Indium tin oxide

- Named Data Networking (Computer network architecture)
- Paper as soil amendment
- Reverse transcriptase inhibitors
- Spalding's catchfly
- X-34 (Research plane)
- Yermo xanthocephalus
- Zumwalt Class (Destroyers)



LCGFT Created by GPO



Activity books. \$2 lcgft

Works that consist
wholly or chiefly of
puzzles, word games,
coloring pages,
instructions for simple
science or craft
projects, etc.



Vendor updates subject headings in bibliographic records based on UF ("USE FOR") terms in subject authority records

In LCSH:

Medicare (May Subd Geog)
[RA412.3-RA412.35]
UF Medicare—United States

<u>In bib record</u>:

Medicare \$z United States.

changed to:

Medicare.



Vendor updates subject headings in bibliographic records based on edited subject authority records

In bib record:

United States \$x Economic policy \$y 1993-

converted to:

United States \$x Economic policy \$y 1993-**2001.**

< No longer in LCSH

< Now in LCSH

Vendor provides reports of "unmatched" and "partially matched" headings

- \$a Cigarette smokers \$z United States \$v Statistics.
- \$a Cities and towns \$x Growth \$x Strategic aspects.
- \$a Cities and towns \$z Mexican-American Border Region.
- \$a Citizenship \$x Information resources \$x Government policy \$z United States.

Searching the Catalog of U.S. Government Publications (CGP)

https://catalog.gpo.gov/



Searching the CGP

	Record type	LCSH	LCGFT	Search type
#1	Authority & Bibliographic	Yes	No	Browse
#2	Bibliographic	Yes	No	Advanced
#3	Bibliographic	Yes	Yes	Expert
#4	Authority & Bibliographic	Yes	Bib only	[bib record]



1a) Browsing for LCSH Authority Records





1a) Browsing for LCSH Authority Records

Entry

Socioeconomic accounting - [LC Authority Record]

See: Social accounting

Socioeconomic status - [LC Authority Record]

See: Social status



Sys. no.	000196601
<u>Heading</u>	Social status
Sub. CSAR	subdivisionSocial conditionsunder classes of persons, e.g.StudentsSocial conditions
Seen from	Social standing
Seen from	Socio-economic status
Seen from	Socioeconomic status
Seen from	Standing, Social
Seen from	Status, Social
Broader term	Power (Social sciences)
Update Flag	N

1b) Browsing for Bibliographic Records

Entry

Socioeconomic accounting - [LC Authority Record]

See: Social accounting

Socioeconomic status - [LC Authority Record]

See: Social status

Click heading to search for bib records

000196601
Social status
subdivisionSocial conditionsunder classes of persons, e.g.StudentsSocial conditions
Social standing
Socio-economic status
Socioeconomic status
Standing, Social
Status, Social
Power (Social sciences)
N



1b) Browsing for Bibliographic Records



2) Advanced Search for LCSH in Bib Record

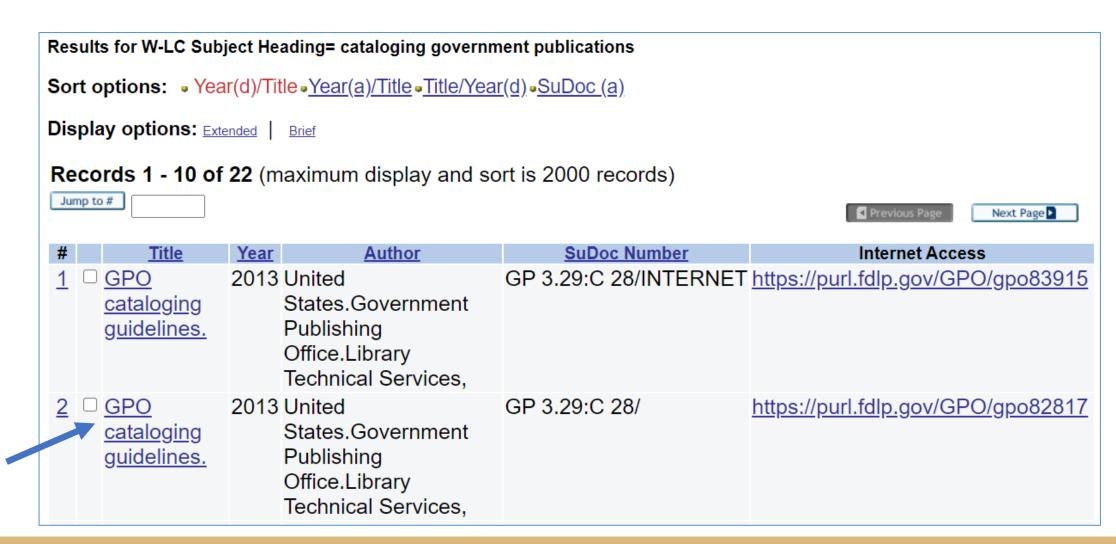
https://catalog.gpo.gov/



U.S. GOVERNMENT PUBLISHING OFFICE



2) Advanced Search for LCSH in Bib Record





2) Advanced Search for LCSH in Bib Record

Standard View of CGP Record #1027622

Subject	<u>United States. Government Publishing Office. Library Technical Services Handbooks, manuals, etc.</u>
	Federal Depository Library Program Handbooks, manuals, etc.
Subject - LC	<u>Cataloging of government publications United States -</u> <u>- Handbooks, manuals, etc.</u>

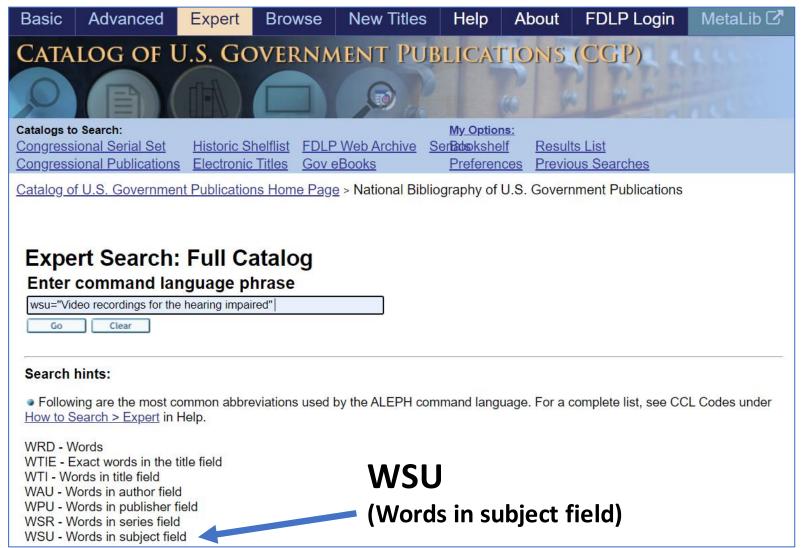
MARC View of CGP Record #1027622

650 0 |a Cataloging of government publications |z United States |v Handbooks, manuals, etc.

61010 | a United States. | b Government Publishing Office. | b Library Technical Services | v Handbooks, manuals, etc.

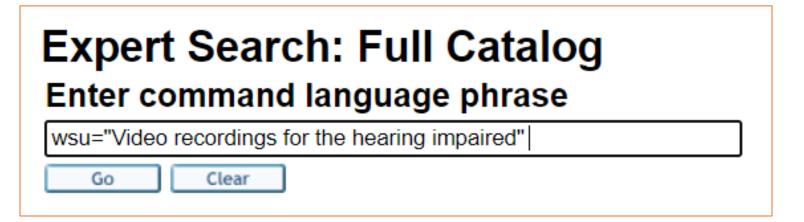
61020 | a Federal Depository Library Program | v Handbooks, manuals, etc.

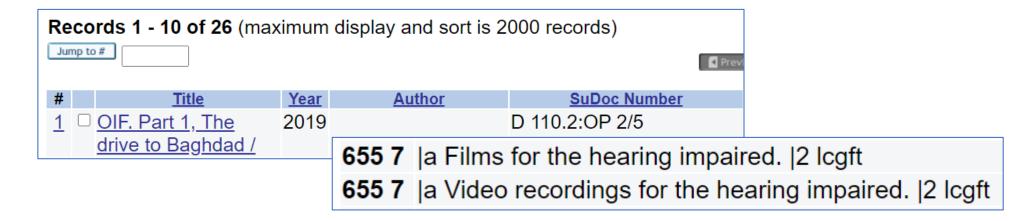
3) Expert Search for LCSH/LCGFT in Bib Record





3) Expert Search for LCSH/LCGFT in Bib Record







4) Search for LCSH from within Bib Record

Subject - LC Cataloging of government publications -- United States - Handbooks, manuals, etc.

Find other documents in the database General Subjects : Cataloging of government publications -- United States -- Handbooks, manuals, etc Browse a headings list in the database General Subjects : Cataloging of government publications -- United States - Handbooks, manuals, etc JLC Subjects: Cataloging of government publications United States Handbooks, manuals, etc

Retrieves list of bib records (documents) containing this heading

Retrieves this heading (and possible authority record) within the CGP's subject browsing list

4) Search for LCSH from within Bib Record

Browse	List: LC Subjects	■ Previous Page Next Page	
No. of Recs	Entry		
4	Cataloging of government publications United States Handbooks, manuals, etc		
3	Cataloging of graphic materials - [LC Authority Record]		
	Cataloging of Hebrew imprints - [LC Authority Record]		
1	Cataloging of foreign language publications - [LC Authority Record]		
	Cataloging of geographical names - [LC Authority Record] See: Names, Geographical (Cataloging)		
4	Cataloging of government publications - [LC Authority Record]		
1	Cataloging of government publications Handbooks, manuals, etc		
1	Cataloging of government publications Latin America		
1	Cataloging of government publications Standards		
4	Cataloging of government publications United States		

Additional Information



Resources for Additional Information

- LCSH (Library of Congress Subject Headings)
 - https://www.loc.gov/aba/publications/FreeLCSH/freelcsh.html
- LCGFT (Library of Congress Genre/Form Terms)
 - https://www.loc.gov/aba/publications/FreeLCGFT/freelcgft.html
- Authority File Search
 - https://authorities.loc.gov/
- Subject Headings Manual
 - https://www.loc.gov/aba/publications/FreeSHM/freeshm.html

Resources for Additional Information

- Subject Headings: Online Training (from Library of Congress)
 - https://loc.gov/catworkshop/lcsh/
- Subject Headings in the Catalog of U.S. Government Publications (CGP) GPO Library Technical Services Webcast and Webinar Series - Part 14
 - https://www.fdlp.gov/subject-headings-in-the-catalog-of-u-s-government-publications-cgp
- GPO Cataloging Guidelines: Subject Cataloging
 - https://www.fdlp.gov/cataloging-guidelines/subject-cataloging/general-policies/lc-subject-headings

Resources for Additional Information

- SACO (Subject Authority Cooperative Program)
 - https://www.loc.gov/aba/pcc/saco/
- Establishing Certain Entities in the Name or Subject Authority File (Subject Headings Manual, H 405)
 - https://www.loc.gov/aba/publications/FreeSHM/H0405.pdf
- Name Authority Records in RDA
 - https://www.fdlp.gov/name-authority-records-in-rda

Questions?

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askGPO - https://ask.gpo.gov