

Voyager Cataloging Reports

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for IUAC CCAC workshops, July 2003
(revised slightly by the CARLI Office October 2006)

How to get the reports

Request by filing a Work Request Online. Your library's I-Share Liaison does this.

Finished reports are retrieved through the Voyager Reporter module.

A Brief Tour of the Available Reports

Cat 1 – Unauthorized Subject Headings

Requested by range of dates for the creation of bibs. (One month for EIU = 76 pages)

[EIU processes about 2,000 bibliographic records per month. Compare this to your workflow for a rough estimate of how large your report might be.]

Lists all subject headings that do not match an authority record

Non-problems reported:

- May be headings for thesauri not loaded in your Voyager authority file
- May be correct headings with free-floating subdivisions
- May be correct headings created by patterns

True problems:

- May be headings that contain typos
- May be unauthorized headings

Cat 2 – Unauthorized Name Headings

Requested by range of dates for the creation of bibs. (10 days for EIU = 7 pages)

Lists all name headings that do not match an authority record

Non-problems reported:

- May be correctly formulated names for which no authority exists

True problems:

- May be typos
- May be unauthorized forms of names for which an authorized form exists

Cat 3 – Unauthorized Title Headings

Requested by range of dates for the creation of bibs. (10 days for EIU = 2 pages)

Lists all uniform titles, including traced series, that do not match an authority record

Non-problems reported:

May be correctly formulated titles for which no authority exists

True problems:

May be typos

May be unauthorized forms of titles for which an authorized form exists

Cat 4 – Unauthorized Name/Title Headings

Requested by range of dates for the creation of bibs. (10 days for EIU = 35 pages)

Lists all combinations of 1xx/240, 1xx/245, 7xx \$a/\$t, and 8xx \$a/\$t that do not match an authority record. Combinations of 6xx \$a/\$t are also evaluated, but are reported as unauthorized subject headings.

Non-problems reported:

May be correctly formulated name/titles for which no authority exists

May be 1xx/245 combinations where uniform titles are not needed.

True problems:

May be typos

May be unauthorized forms of name/title for which an authorized form exists

Cat 5 – Duplicate Authorized Headings

Requested by alphabetic range. (A-B = 44 pages)

[Report works on the authority file, so report results should be the same for all libraries that received the full LC authority load. This is also true for Cat 7 and Cat 8 below.]

Finds multiple instances of the same text string used as the 1xx entry in authority records

Non-problems reported:

May be different heading types

150 Agronomy

130 Agronomy

True problems:

May be true duplicates (Errors in LC authorities should be reported to LC for correction at <http://www.loc.gov/help/contact-libarch-report.html>)

Cat 6 – See References with Linked Bibliographic Records

Requested by alphabetic range. (G-H for EIU = 66 pages)

[EIU has about 575,000 bibliographic records in its database. Compare with the size of your database for an estimate of the size of your reports.]

When requesting, you will need to enter the beginning and ending alphabetic points. The logic used by the program is “from X up to Y” so if you want both X and Y in your report, you need to choose Z as the end of your range. If you want to include Z, you would need to enter ZZ as the end of your range. Also, remember that there are headings that begin with numerals, and that these appear before letters.

Finds headings in bib records that match 4xx fields in authority records

Non-problems reported:

Same text string may be legitimate as bib heading as well as 4xx in authority

True problems:

Most headings in report are *see from* forms, and should be changed to 1xx form

Cat 7 – See References Authorized in Another Authority Record

Requested by alphabetic range. (A-B = 78 pages)

Finds authority records where 4xx text matches 1xx text in another authority record

Non-problems reported:

Most headings in report are uses of the same text in different contexts

100 Banana [piano and guitar performer]

450 Banana [see ref to Bananas, the fruit]

True problems:

Some may be contradictory authorities (I didn't find any in a short search)

Errors should be reported to LC as indicated above

Cat 8 – See-Also References without Corresponding Authority Record (WRO title).

The title appearing on the report is See-Also References without Authorizing Authority Record.

Requested by alphabetic range. (A-B = 479 pages)

Seems to be looking for non-reciprocal see also references

A *see also* B is not paired with

B *see also* A

Non-problems reported:

Reports all broader/narrower term relationships

True problems:

Identifies co-equal see also headings that are not reciprocal

My Evaluation of the Reports

The four unauthorized headings reports (Cat 1-Cat 4) include too many correct headings to be practical working tools. The three authority file reports (Cat 5, Cat 7, Cat 8) examine the integrity of the authority file itself. If catalogers are creating their own authorities, these tests may be beneficial. However, if libraries use only the LC or other national authority list, then the integrity of the file is the responsibility of another agency. An individual library should, however, report errors to the agency when found. I believe that libraries should concentrate efforts on the See References with Linked Bibliographic Records Report.

Working with Voyager Cat 6: See References with Linked Bibliographic Records Report

This report seems to me to be the most valuable report for libraries to pursue. Unlike the other reports, the majority of entries in Cat 6 are headings that require attention, and thus working through it is an efficient and effective use of time. It is also a considerable use of time, as previous efforts to keep headings up to date have focused almost exclusively on subjects. Once a library has made an initial pass through this report, future regular runs should be far smaller.

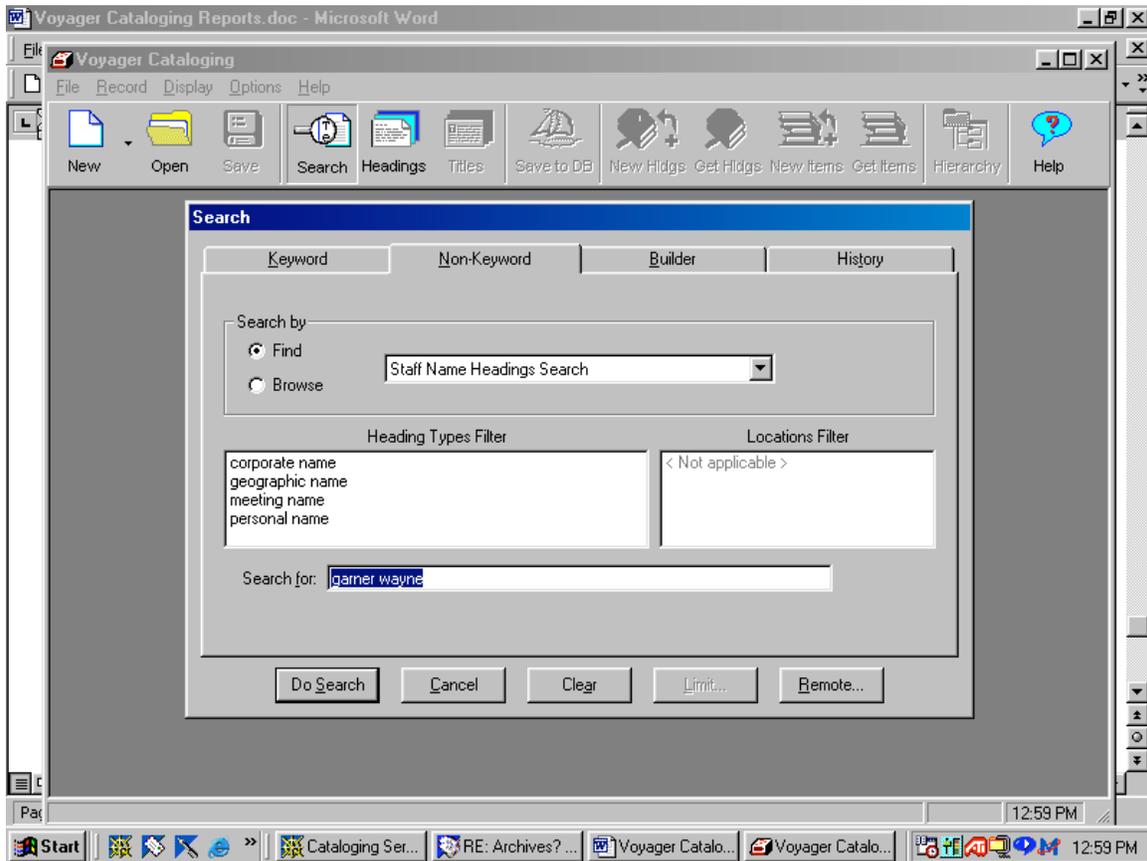
The report lists, in alphabetical order, the headings from your bibliographic records that match 4xx fields in authority records. A second column in the report indicates the heading type as one of four possibilities: name, subject, name-title, or title. The third column indicates the Voyager control number of the authority record (or records) containing the heading as a see reference, and the fourth column indicates the number of bibs affected. What we want to do is find the authorized forms of headings and use them to replace the referred from headings in our bibs.

Basic Mechanics

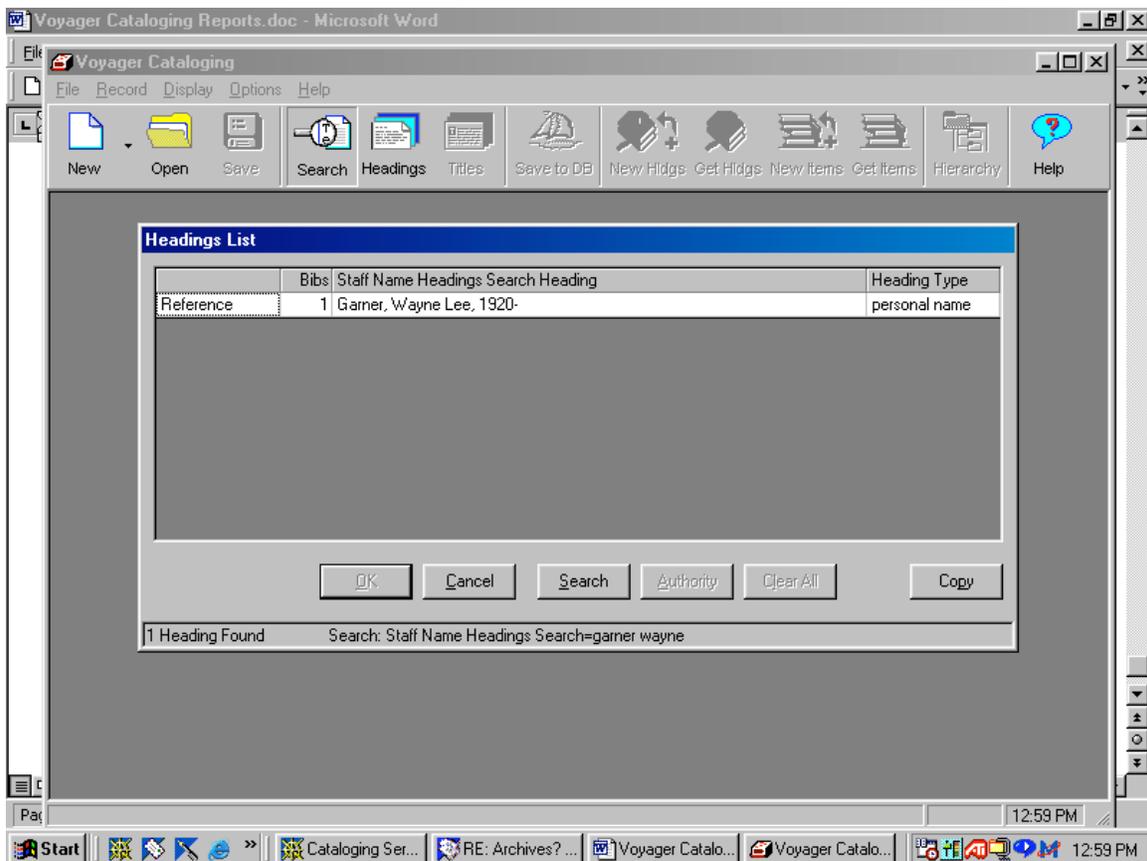
For an example, the heading “Garner, Wayne Lee, 1920-” from my report is identified as a name heading. It exists as a reference on authority record 4232300, and occurs in one bibliographic record.

Begin by performing a “staff” heading search of the type that matches the heading you are working with:

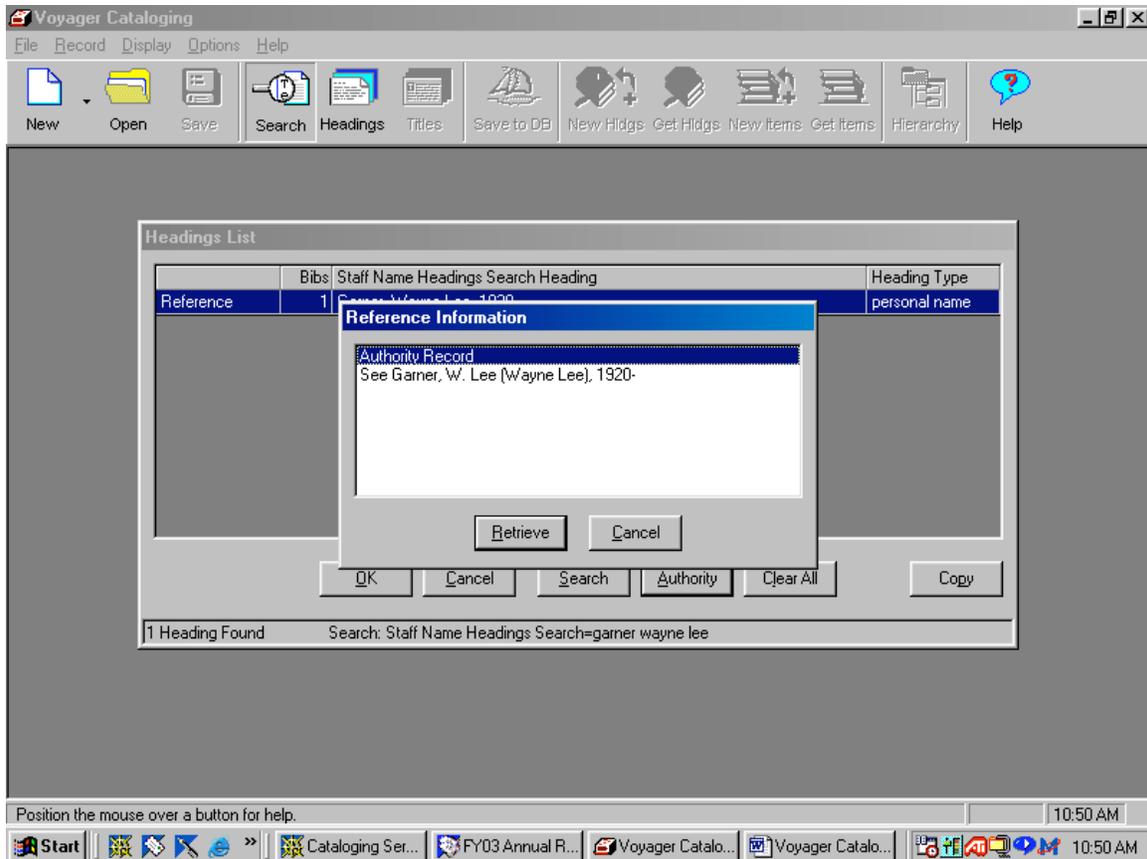
Name =	Staff Name Heading Search
Subject =	Staff Subject Heading Search
Name-title =	Staff Name/Title Heading Search
Title =	Staff Title Heading Search



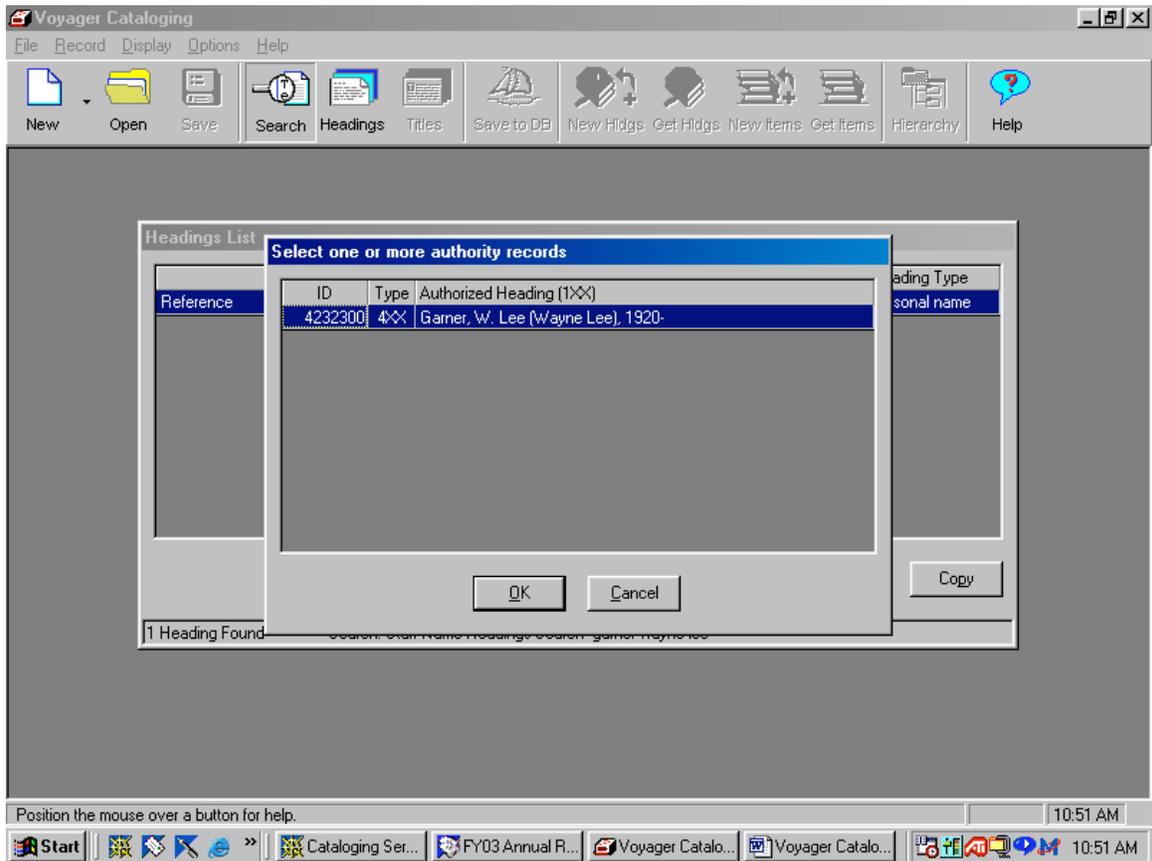
Click the Do Search button to receive results like this:



The display above verifies that the heading is a reference, there is one bib containing this heading, and that it is a personal name. Highlighting the line containing the name will activate the OK, Authority, and Clear All buttons. The Authority button can now be clicked to retrieve the authority record or the OK button to retrieve the bibliographic record. Click Authority and the following screen will appear:



Click Retrieve to get to the next screen.



In this example, only one authority record is retrieved. In many instances, several authority records may be retrieved, and from this screen you may choose which one to view. Click OK to retrieve the authority record you have selected.

Voyager Cataloging Reports.doc - Microsoft Word

Voyager Cataloging - [Auth 4232300 : Garner, W. Lee (Wayne Lee), 1920-]

File Edit Record Display Options Window Help

New Open Save Search Headings Titles Save to DB New Hldgs Get Hldgs New Items Get Items Hierarchy Help

MARC System History

Leader 00529nz 2200157n 4500

005: 20001011064559.0

008: 001010 n | _ a c a n n a a b n _____ | a _ a a a _ _ _ c

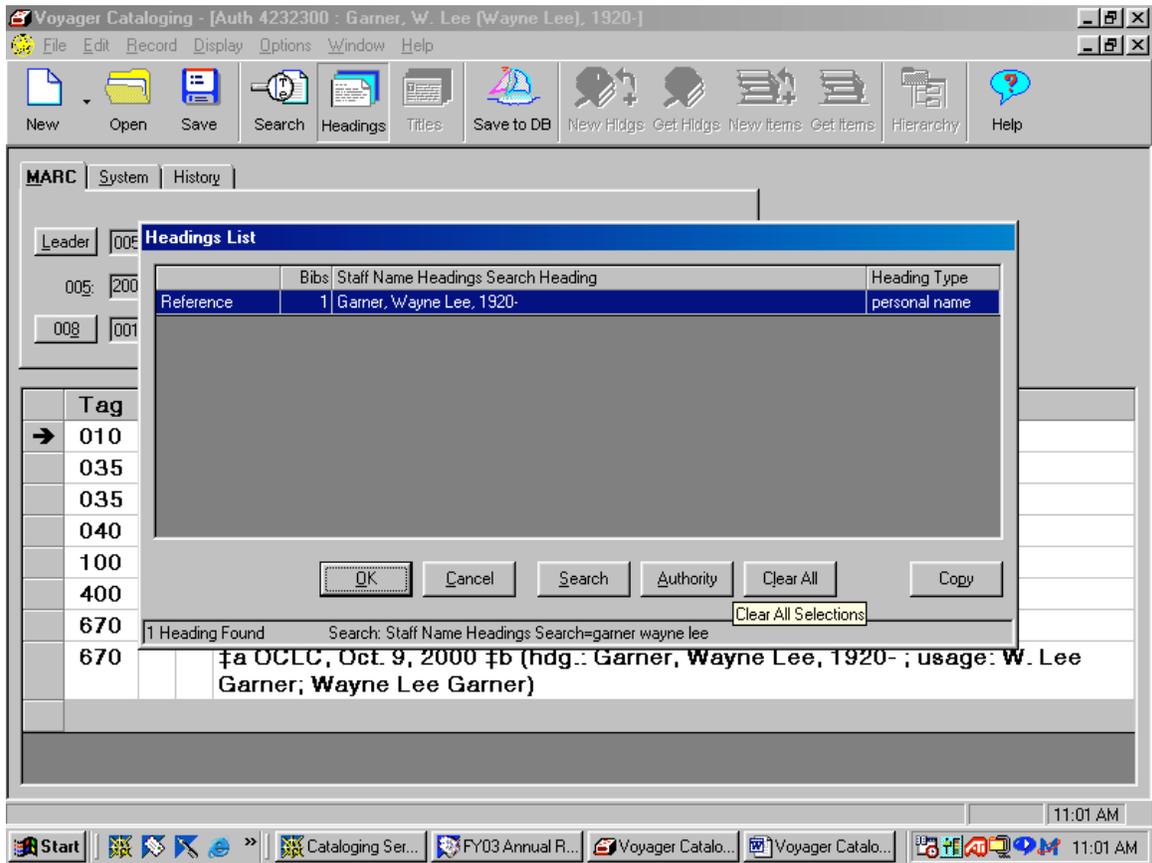
Tag	l1	l2	Subfield Data
010			‡a no 00082682
035			‡a (OCoLC)oca05330268
035			‡a (DLC)no 00082682
040			‡a NBUU ‡b eng ‡c NBUU
→ 100	1		‡a Garner, W. Lee ‡q (Wayne Lee), ‡d 1920-
400	1		‡a Garner, Wayne Lee, ‡d 1920-
670			‡a Programed instruction, c1966: ‡b t.p. (W. Lee Garner)
670			‡a OCLC, Oct. 9, 2000 ‡b (hdg.: Garner, Wayne Lee, 1920- ; usage: W. Lee Garner; Wayne Lee Garner)

Pat Heading-Personal Name 12:54 PM

Start Cataloging Ser... RE: Archives? ... Voyager Catalo... Voyager Cat... 12:54 PM

Highlight and copy the authorized form of the heading. Note the information contained in the 670 fields. This may help you determine the appropriateness of this heading for the bib(s) you are about to edit.

Click the Headings icon at the top of the screen to return to the headings list.



Click the OK button to retrieve the bibliographic record(s).

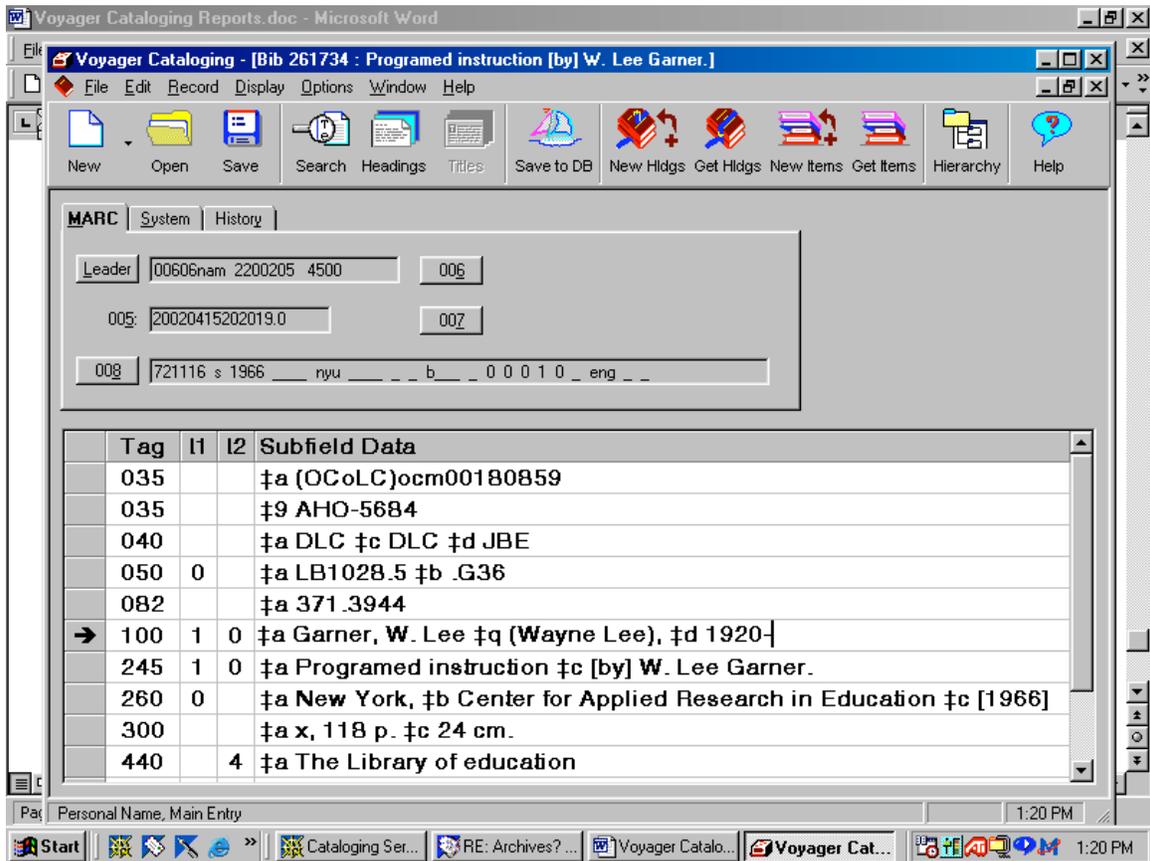
The screenshot shows the Voyager Cataloging interface. At the top, there's a menu bar with options like File, Edit, Record, Display, Options, Window, and Help. Below the menu is a toolbar with icons for New, Open, Save, Search, Headings, Titles, Save to DB, New Hldgs, Get Hldgs, New Items, Get Items, Hierarchy, and Help. The main window displays a MARC record for 'Bib 261734 : Programed instruction [by] W. Lee Garner.' The record is shown in a form with fields for Leader, 005, and 008. Below this is a table of subfield data.

Tag	I1	I2	Subfield Data
→ 035			‡a (OCoLC)ocm00180859
035			‡9 AHO-5684
040			‡a DLC ‡c DLC ‡d JBE
050	0		‡a LB1028.5 ‡b .G36
082			‡a 371 .3944
100	1	0	‡a Garner, Wayne Lee, ‡d 1920-
245	1	0	‡a Programed instruction ‡c [by] W. Lee Garner.
260	0		‡a New York, ‡b Center for Applied Research in Education ‡c [1966]
300			‡a x, 118 p. ‡c 24 cm.
440		4	‡a The Library of education

At the bottom of the window, there's a status bar showing 'Pat System Control Number' and '1:08 PM'. The taskbar at the very bottom shows the Start button and several open applications including 'Cataloging Ser...', 'RE: Archives?', 'Voyager Catalo...', and 'Voyager Cat...'.

You will remember from the authority record's 670 field that the work that lead to the creation of the name authority was "Programmed instruction, 1966." We know for certain that this authority record is appropriate for this bib.

Erase the heading from the bib and paste in the correct heading from the authority record. Save and close.



The heading has now been changed, and we're ready to proceed to another one.

Some General Tips

Keep your wits about you as you do this work. It is easy to get into a mechanical routine and make inappropriate changes. Continually ask yourself if the change you are about to make is sensible. Does the heading prescribed by the authority record really belong with the bibs you are about to change? Don't be afraid to consult rules, reference sources, or other experts to help make accurate decisions.

When in doubt, leave it alone. Subsequent runs of the report will give you another chance to consider changing a heading. In the mean time, new changes to authority records may clear up confusion, or experience you gain may help you make a better decision later.

Use cut-and-paste to do your editing. This helps prevent typographical errors and assures that diacritics are copied exactly from the authority record to the bib. It is also a time saver when multiple bibs require the same heading change.

I like to temporarily bypass both MARC validation and authority control validation in my session preferences while working on this report. This may seem strange, but I am performing the authority validation manually anyway for the heading under consideration. Not looking at MARC coding problems or other headings during

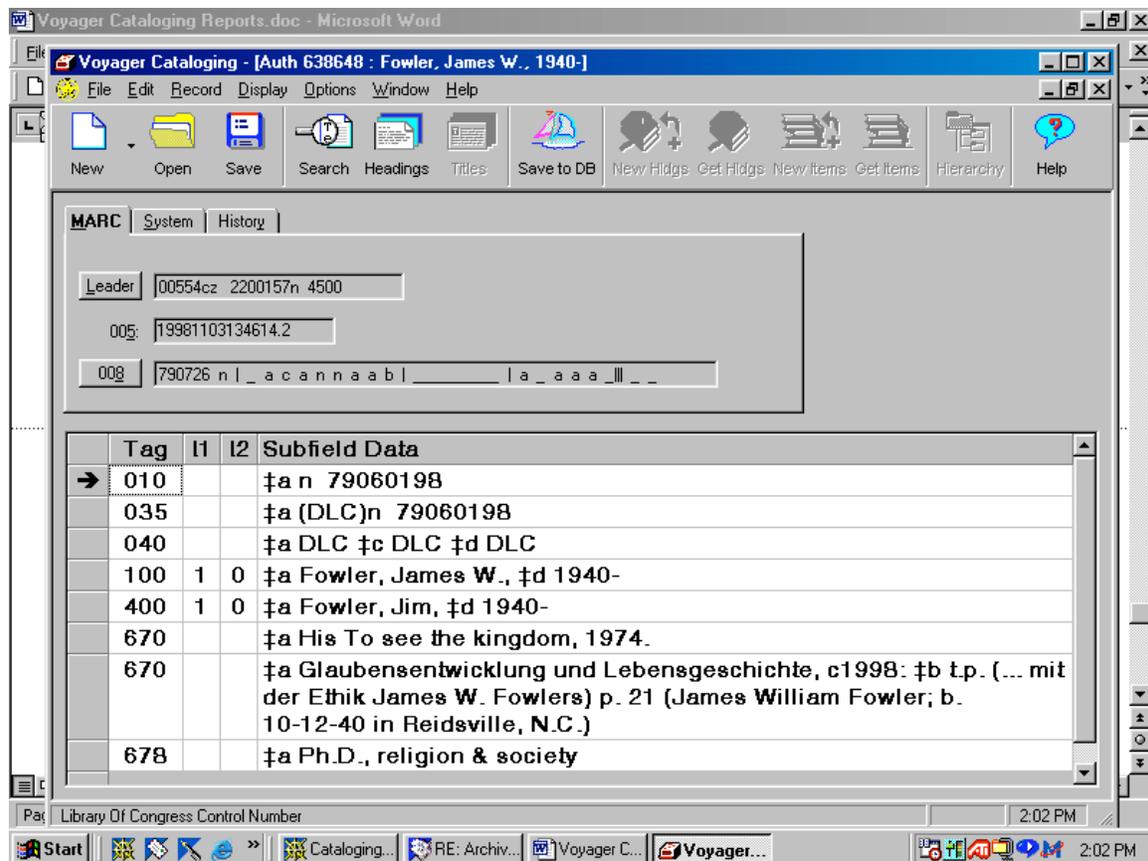
this process reduces distractions and helps me stay focused on the task at hand to complete it quickly and efficiently.

Request the report in reasonably sized batches for the size of your database and the amount of time you can devote to it. The report is requested by alphabetic range, and I have found that two letters at a time gives me material to keep me busy for several weeks. My plan is to work my way through the entire alphabet and then start over. New bibs are continually added, and soon new authority records will also be added, so continual passes through the report will be necessary.

Some Specific Examples and Problems

Names

Example 1. Make sure you're dealing with the right person or entity. The name "Fowler, Jim, 1940-" appears in my report. When I retrieve the authority record on which this name is a reference, I get the following:



The screenshot shows the Voyager Cataloging Reports application window. The title bar reads "Voyager Cataloging Reports.doc - Microsoft Word". The application window title is "Voyager Cataloging - [Auth 638648 : Fowler, James W., 1940-]". The menu bar includes File, Edit, Record, Display, Options, Window, and Help. The toolbar contains icons for New, Open, Save, Search, Headings, Titles, Save to DB, New Hldgs, Get Hldgs, New Items, Get Items, Hierarchy, and Help. The main window is divided into sections: "MARC" with tabs for System and History, a "Leader" field containing "00554cz 2200157n 4500", a "005" field containing "19981103134614.2", and a "008" field containing "790726 n l _ a c a n n a a b l _ _ _ _ _ l a _ a a a _ _ _ _ _". Below these fields is a table of MARC tags and subfield data.

Tag	l1	l2	Subfield Data
010			‡a n 79060198
035			‡a (DLC)n 79060198
040			‡a DLC ‡c DLC ‡d DLC
100	1	0	‡a Fowler, James W., ‡d 1940-
400	1	0	‡a Fowler, Jim, ‡d 1940-
670			‡a His To see the kingdom, 1974.
670			‡a Glaubensentwicklung und Lebensgeschichte, c1998: ‡b t.p. (... mit der Ethik James W. Fowlers) p. 21 (James William Fowler; b. 10-12-40 in Reidsville, N.C.)
678			‡a Ph.D., religion & society

The status bar at the bottom shows "Library Of Congress Control Number" and "2:02 PM". The taskbar at the very bottom shows the Start button and several open applications: Cataloging..., RE: Archiv..., Voyager C..., and Voyager... The system clock shows 2:02 PM.

This is the bib record containing the “Fowler, Jim, 1940-” heading:

The screenshot shows the Voyager Cataloging software interface. The title bar reads "Voyager Cataloging - [Bib 98334 : Secret moose / Jean Rogers ; illustrated by Jim Fowler.]". The menu bar includes File, Edit, Record, Display, Options, Window, and Help. The toolbar contains icons for New, Open, Save, Search, Headings, Titles, Save to DB, New Hldgs, Get Hldgs, New Items, Get Items, Hierarchy, and Help. The main window displays the MARC record for "Secret moose" by Jean Rogers, illustrated by Jim Fowler. The record is shown in a table format with columns for Tag, l1, l2, and Subfield Data.

Tag	l1	l2	Subfield Data
260	0		‡a New York : ‡b Greenwillow Books, ‡c c1985.
300			‡a 64 p. : ‡b ill. ; ‡c 23 cm.
520			‡a A young boy living in Alaska develops an interest in moose and their habits after he sees a moose in his backyard and decides to follow it.
650	0		‡a Children's stories, American.
650	1		‡a Moose ‡x Fiction.
650	0		‡a Moose ‡x Juvenile fiction.
651	1		‡a Alaska ‡x Fiction.
700	1	1	‡a Fowler, Jim, ‡e ill. ‡d 1940-

It looks unlikely to me that the two Jim Fowlers are the same person. Further searching of the authority file found this record:

Voyager Cataloging Reports.doc - Microsoft Word

Voyager Cataloging - [Auth 1450646 : Fowler, Jim.]

File Edit Record Display Options Window Help

New Open Save Search Headings Titles Save to DB New Hldgs Get Hldgs New Items Get Items Hierarchy Help

MARC System History

Leader 00363nz 2200121n 4500

005: 19840803000000.0

008: 840604 n | _ a c a n n a a b l | _ _ _ _ | n _ a a a _ | l l _ _

Tag	I1	I2	Subfield Data
→ 010			‡a n 84030053
035			‡a (DLC)n 84030053
040			‡a DLC ‡c DLC
100	1	0	‡a Fowler, Jim.
670			‡a Rogers, J. The backyard moose, c1985: ‡b CIP ‡p. (Jim Fowler; illustrator) pub. info. (lives in Alaska)

Pat Library Of Congress Control Number 2:05 PM

Start Cataloging... RE: Archiv... Voyager C... Voyager... 2:05 PM

This is clearly the correct name for this work, and I would edit my bib record to match this authority.

Example 2. Sometimes the change in a corporate name can also change the type of name. The heading “Freiburg i.B. Universität. Philosophische Fakultät” appears in my report. The authority record looks like this:

The screenshot shows a Microsoft Word window titled "Voyager Cataloging Reports.doc - Microsoft Word" with a sub-window for "Voyager Cataloging - [Auth 1226071 : Universität Freiburg im Breisgau. Philosophische Fakultät.]". The interface includes a menu bar (File, Edit, Record, Display, Options, Window, Help) and a toolbar with icons for New, Open, Save, Search, Headings, Titles, Save to DB, New Hldgs, Get Hldgs, New Items, Get Items, Hierarchy, and Help. Below the toolbar are tabs for "MARC", "System", and "History".

The MARC record is displayed in a form with the following fields:

- Leader: 00752cz 2200157n 4500
- 005: 19930823140346.5
- 008: 840113 n l _ a c a n n a a b l _ _ _ _ _ l a _ a n a _ _ _ _ _

Below the form is a table with columns "Tag", "l1", "l2", and "Subfield Data":

Tag	l1	l2	Subfield Data
010			‡a n 82238957 ‡z n 50061015
035			‡a (DLC)n 82238957
040			‡a DLC ‡c DLC ‡d DLC
110	2	0	‡a Universit'at Freiburg im Breisgau. ‡b Philosophische Fakult'at.
410	1	0	‡w nnaa ‡a Freiburg i.B. ‡b Universit'at. ‡b Philosophische Fakult'at
510	2	0	‡w b ‡a Universit'at Freiburg im Breisgau. ‡b Philosophische Fakult'at IV
670			‡a LC data base, 1-4-84 ‡b (hdg.: Freiburg im Breisgau. Universit'at. Philosophische Fakult'at)
675			‡a Die Juden als Minderheit in der Geschichte, 1982; ‡a Bundesrep., Baden-Wuertt. 1980 (under Albert-Ludwigs-Universit'at Freiburg)

The Windows taskbar at the bottom shows the Start button, several application icons, and the system clock displaying 2:19 PM.

Note that the first indicator for the authorized form is 2. My bib record looks like this:

Voyager Cataloging Reports.doc - Microsoft Word

Voyager Cataloging - [Bib 92241 : Mediaeval statutes of the Faculty of Arts of the University of Freiburg im Breisga...

File Edit Record Display Options Window Help

New Open Save Search Headings Titles Save to DB New Hldgs Get Hldgs New Items Get Items Hierarchy Help

MARC System History

Leader 00919cam 2200253 4500 006

005: 20020415201923.0 007

008 710419 s 1964 _ _ inu _ _ _ b _ _ 0 0 0 0 0 _ lat _ _

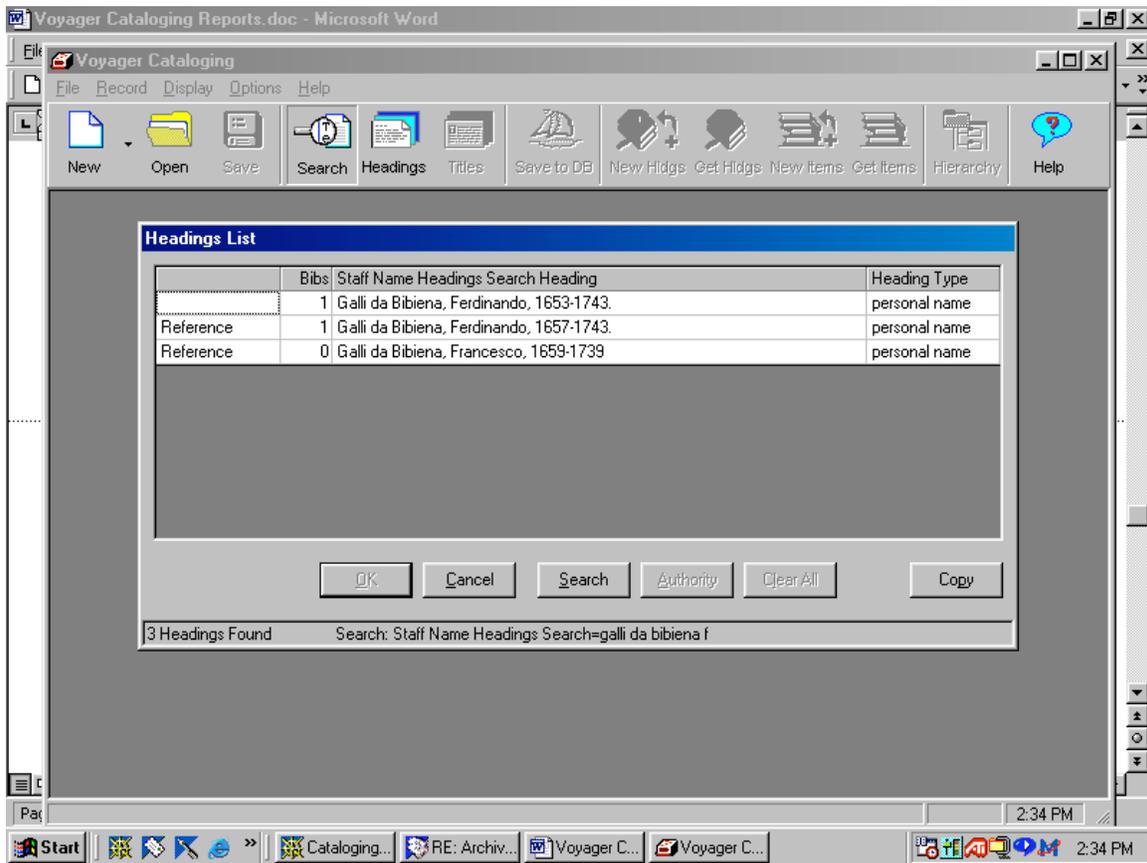
Tag	I1	I2	Subfield Data
→ 035			‡a (OCoLC)ocm00158511
035			‡9 ADA-1571
040			‡a DLC ‡c DLC ‡d UIU
041	0		‡a lateng
050	0		‡a LF2601 .A7 ‡b 1964
082			‡a 378.1/2
110	1	0	‡a Freiburg i.B. ‡b Universit'at. ‡b Philosophische Fakult'at.
245	1	4	‡a The mediaeval statutes of the Faculty of Arts of the University of Freiburg im Breisgau ‡c [edited by] H. Ott and J. M. Fletcher.
260	0		‡a Notre Dame, Ind., ‡b Mediaeval Institute, University of Notre

Pat System Control Number 2:20 PM

Start Cataloging... RE: Archiv... Voyager C... Voyager... 2:20 PM

Note that the first indicator in field 110 is 1. This indicates that this is a jurisdiction name heading. When I change this to the new heading, I will also need to change the first indicator to 2 to show that it is now a name in direct order.

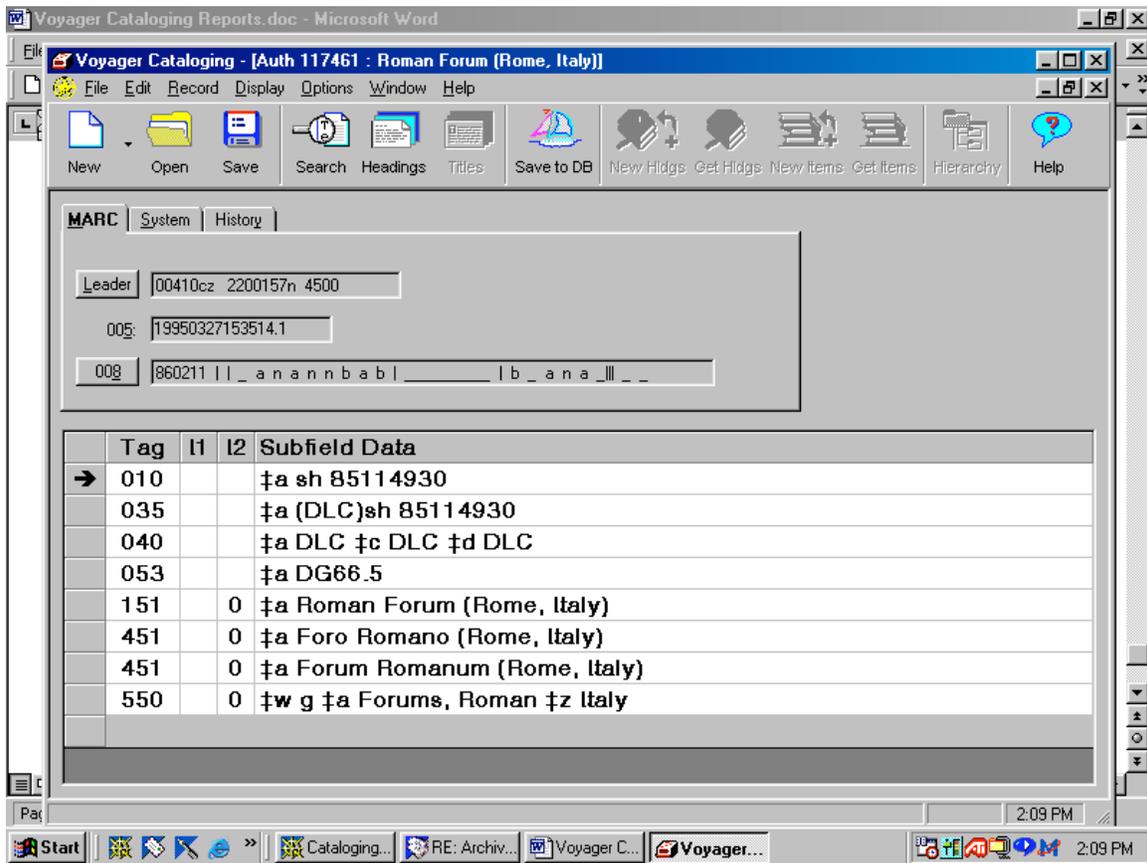
Example 3. Truncating searches can sometimes find additional headings that need to be corrected. The heading “Galli da Bibiena, Ferdinando, 1657-1743” appears in my report. I searched using “galli da bibiena f” and retrieved the following:



The first name in the list contains a typographical error in the birth year, and I will correct it as well as the second to the new form. Care needs to be taken to make sure differences like this are truly typos and not separate headings for persons with similar names.

Subjects

Example 4. Watch tags and indicators as well as heading text. The heading “Forum Romanum (Rome, Italy)” appears in my list. The authority record looks like this:



The screenshot shows the Voyager Cataloging software interface. The window title is "Voyager Cataloging - [Auth 117461 : Roman Forum (Rome, Italy)]". The menu bar includes File, Edit, Record, Display, Options, Window, and Help. The toolbar contains icons for New, Open, Save, Search, Headings, Titles, Save to DB, New Hldgs, Get Hldgs, New Items, Get Items, Hierarchy, and Help. The main area is divided into "MARC" and "System" tabs. The "MARC" tab is active, showing the following fields:

Leader: 00410cz 2200157n 4500
005: 19950327153514.1
008: 860211 | | _ a n a n n b a b l | _ _ _ _ | b _ a n a _ | | _ _

Below the fields is a table of subfield data:

Tag	I1	I2	Subfield Data
→ 010			‡a sh 85114930
035			‡a (DLC)sh 85114930
040			‡a DLC ‡c DLC ‡d DLC
053			‡a DG66.5
151	0		‡a Roman Forum (Rome, Italy)
451	0		‡a Foro Romano (Rome, Italy)
451	0		‡a Forum Romanum (Rome, Italy)
550	0		‡w g ‡a Forums, Roman ‡z Italy

The Windows taskbar at the bottom shows the Start button, several application icons, and the system tray with the time 2:09 PM.

Notice that the authorized heading is coded 151, a geographic heading.

Example 5. Sometimes subject headings split into multiple headings. The heading “France--Social life and customs--17th-18th centuries” appears in my report. The heading is listed twice in my report, with two different authority record ID numbers. When I retrieve the authority records, I find that the single heading covering both centuries has been split into two headings, one for each century individually.

My bib record looks like this:

The screenshot shows the Voyager Cataloging software interface. The main window displays a MARC record for a book. The record is titled "Heartsease and honesty; being the Pastimes of the Sieur de Grammont, steward..." and is associated with Bib ID 287774. The record is displayed in a table format with columns for Tag, I1, I2, and Subfield Data.

Tag	I1	I2	Subfield Data
050	0		‡a PQ1799.G68 ‡b H4
100	1		‡a Gramont, Scipion de, ‡c sieur de Saint Germain, ‡d d. ca. 1638.
245	1	0	‡a Heartsease and honesty; ‡b being the Pastimes of the Sieur de Grammont, steward to the Duc de Richelieu in Touraine, ‡c taken from his notebooks written in French, never before printed, & here made English by Helen Simpson.
260	0		‡a [London] ‡b The Golden Cockerel Press ‡c [1935]
300			‡a 77 p. ‡c 24 cm.
500			‡a "The edition is limited to 300 copies of which nos. 1-25 are printed on hand-made paper, and nos. 26-300 on mould-made paper. 250 copies only are for sale. Number 255." Signed: Helen Simpson.

By looking at the death date of the author, I can deduce that only the 17th century applies, and I can edit my heading to “France--Social life and customs--17th century.” If it appeared that both centuries applied, I could assign two headings. If the evidence from the bib was unclear, I may need to examine the book or other sources to make a decision.

Example 6. Subject headings are frequently further refined by the addition of free floating subdivisions to the main heading. In these cases, only the main headings appear in the authority file with references from old forms to new. For example, the heading “Handicapped” has been changed to “People with disabilities.” The heading “Handicapped—Legal status, laws, etc.—Illinois” appears in my database. There is no authority record with a 450 field matching “Handicapped—Legal status, laws, etc.—Illinois,” so this heading does not appear in my report. When I deal with the main heading, changing “Handicapped” to “People with disabilities,” I also need to search for all instances of “Handicapped” with subdivisions and change those headings as well.

Name-title headings

Example 7. Name-title headings often require the addition of a uniform title in field 240. The name-title heading “Garcia Lorca, Federico, 1898-1936. Gypsy ballads” appears in my report. The authority record looks like this:

The screenshot shows the Voyager Cataloging software interface. The main window displays a MARC record for "García Lorca, Federico, 1898-1936. Primer romancero gitano. English & Span...". The record is displayed in a table format with columns for Tag, I1, I2, and Subfield Data.

Tag	I1	I2	Subfield Data
→ 010			‡a n 91027033
035			‡a (OCoLC)oca02913884
035			‡a (DLC)n 91027033
040			‡a DLC ‡b eng ‡c DLC ‡d OCoLC
100	1		‡a García Lorca, Federico, ‡d 1898-1936. ‡t Primer romancero gitano. ‡l English & Spanish
400	1		‡a García Lorca, Federico, ‡d 1898-1936. ‡t Gypsy ballads
400	1		‡a García Lorca, Federico, ‡d 1898-1936. ‡t Romancero gitano
670			‡a His Gypsy ballads, c1990.

The bibliographic record looks like this:

The screenshot shows the Voyager Cataloging software interface. The title bar indicates the document is 'Voyager Cataloging - [Bib 183179 : Gypsy ballads; translated by Rolfe Humphries, with 3 historical ballads.]'. The menu bar includes File, Edit, Record, Display, Options, Window, and Help. The toolbar contains icons for New, Open, Save, Search, Headings, Titles, Save to DB, New Hldgs, Get Hldgs, New Items, Get Items, Hierarchy, and Help.

The MARC record is displayed in a form with the following fields:

- Leader: 00508cam 2200169 4500 006
- 005: 20020415201954.0 007
- 008: 720630 s 1953 inu 0 0 0 0 0 eng u

The MARC tag table is as follows:

Tag	I1	I2	Subfield Data
→ 035			‡a (OCoLC)ocm00346770
035			‡9 AFO-5364
040			‡c WSU ‡d OCL ‡d JDD
041	1		‡a engspa
100	2	0	‡a Garcí'a Lorca, Federico, ‡d 1898-1936.
245	1	4	‡a The gypsy ballads; ‡c translated by Rolfe Humphries, with 3 historical ballads.
260	0		‡b Indiana University Press, ‡c 1953.
300			‡a 64 p.
440		0	‡a Indiana University poetry series,

The status bar at the bottom shows 'System Control Number' and the time '2:22 PM'. The taskbar includes the Start button and several open applications: Cataloging..., RE: Archiv..., Voyager C..., and Voyager...

The combination of 100/245 matches a see reference to a 100 \$a/\$t in the authority record. This would be represented in the bib record as a 100/240. The uniform title indicates that this is a bilingual edition in English and Spanish. Both languages are encoded in field 041, so this heading is appropriate for this bib. When finished, it should look like this:

Voyager Cataloging Reports.doc - Microsoft Word

Voyager Cataloging - [Bib 183179 : Gypsy ballads; translated by Rolfe Humphries, with 3 historical ballads.]

File Edit Record Display Options Window Help

New Open Save Search Headings Titles Save to DB New Hldgs Get Hldgs New Items Get Items Hierarchy Help

MARC System History

Leader 00568cam 2200181 4500 006

005: 20030508142211.0 007

008 720630 s 1953 inu _ _ _ _ _ 0 0 0 0 0 _ eng _ u

Tag	l1	l2	Subfield Data
035			‡9 AFO-5364
040			‡c WSU ‡d OCL ‡d JDD
041	1		‡a engspa
100	2	0	‡a Garc'ia Lorca, Federico, ‡d 1898-1936.
240	1	0	‡a Primer romancero gitano. ‡l English & Spanish
245	1	4	‡a The gypsy ballads; ‡c translated by Rolfe Humphries, with 3 historical ballads.
260	0		‡b Indiana University Press, ‡c 1953.
300			‡a 64 p.
440		0	‡a Indiana University poetry series,

Pat System Control Number 2:28 PM

Start Cataloging... RE: Archiv... Voyager C... Voyager... 2:28 PM

Example 8. Sometimes Name-title references indicate that a 7xx \$t should be edited. The Name-title heading “Foss, Lukas, 1922- --and then the rocks on the mountain begin to shout” appears in my report. The authority record looks like this:

The screenshot shows a Microsoft Word document titled "Voyager Cataloging Reports.doc" with a window title "Voyager Cataloging - [Auth 4941557 : Foss, Lukas, 1922- Then the rocks on the mountain begin to shout]". The document content is a MARC record displayed in a table format.

MARC System History

Leader: 00980nz 2200181n 4500

005: 20010907071020.0

008: 010906 n | _ a c a n n a a b _ _ _ _ _ | a _ a a a _ _ _ c

Tag	I1	I2	Subfield Data
010			‡a no2001071250
035			‡a (OCoLC)oca05575580
035			‡a (DLC)no2001071250
040			‡a OOC ‡b eng ‡c OOC
100	1		‡a Foss, Lukas, ‡d 1922- ‡t Then the rocks on the mountain begin to shout
400	1		‡a Foss, Lukas, ‡d 1922- ‡t --and then the rocks on the mountain begin to shout
400	1		‡a Foss, Lukas, ‡d 1922- ‡t Quintets, ‡m brasses; ‡o arr.
670			‡a Foss, L. I build an house [SR] p2001 : ‡b container (--and then the rocks on the mountain begin to shout) insert (1983)

Pat Library Of Congress Control Number 2:34 PM

Taskbar: Start | Cataloging... | RE: Archiv... | Voyager C... | Voyager... | 2:34 PM

Example 9. Sometimes Name-title references point to a title-only entry. The Name-title reference “Franks, Felix. Water, a comprehensive treatise” appears in my report. The authority record looks like this:

The screenshot shows a Microsoft Word document titled "Voyager Cataloging Reports.doc" with a window titled "Voyager Cataloging - [Auth 1407147 : Water, a comprehensive treatise.]". The document displays a MARC record with the following fields:

Leader: 00601cz 2200205n 4500
 005: 19861029135439.4
 008: 830511 n | _ a c a b a a a a | _ _ _ _ _ | a _ a n a _ _ _ _ _

Tag	I1	I2	Subfield Data
010			‡a n 83702342
035			‡a (DLC)n 83702342
040			‡a DLC ‡c DLC ‡d DLC
050			‡a QD169.W3 ‡b F7
130	0		‡a Water, a comprehensive treatise.
400	1	0	‡w nna ‡a Franks, Felix. ‡t Water, a comprehensive treatise
642			‡a v. 7 ‡5 DLC
643			‡a New York ‡b Plenum Press
644			‡a f ‡b analyzable parts ‡5 DLC
645			‡a t ‡5 DLC

The status bar at the bottom shows "Pat Library Of Congress Control Number" and the time "2:39 PM". The taskbar includes icons for Start, Cataloging..., RE: Archiv..., Voyager C..., and Voyager... with the system clock showing "2:39 PM".

The bib record looks like this:

The screenshot shows the Voyager Cataloging software interface. The title bar reads "Voyager Cataloging - [Bib 3826 : Water, a comprehensive treatise, edited by Felix Franks.]". The menu bar includes File, Edit, Record, Display, Options, Window, and Help. The toolbar contains icons for New, Open, Save, Search, Headings, Titles, Save to DB, New Hldgs, Get Hldgs, New Items, Get Items, Hierarchy, and Help. The main window is divided into sections: "MARC" with tabs for System and History, a form for entering MARC fields (Leader, 005, 008), and a table of MARC tags and subfield data.

Tag	I1	I2	Subfield Data
020			‡a 0306371812 (v. 1)
035			‡a (OCOLC)ocm00416480
035			‡9 AAD-6294
040			‡a DLC ‡c DLC ‡d m.c. ‡d UIU
050	0		‡a QD169.W3 ‡b F7
082			‡a 553/.7/08 s
100	1	0	‡a Franks, Felix
245	1	0	‡a Water, a comprehensive treatise, ‡c edited by Felix Franks.
260	0		‡a New York, ‡b Plenum Press, ‡c 1972-
300			‡a v. ‡b illus. ‡c 24 cm.

There are two ways to fix this. First, we could replace Franks in the 100 field with a 130 field for "Water, a comprehensive treatise." If access to Mr. Franks is important, a 700 field could be added for him. The other way would be to just move Franks from 100 to 700. Since the 245 is already identical to the uniform title, perhaps the uniform title is not necessary. Voyager would then not pair the author and title to create the same reference in future reports.

Titles

Example 10. Sometimes series titles should be entered as author/title. The heading “Four seasons” appears in my report. There are two authority records for this heading. The first one looks like this:

The screenshot shows the Voyager Cataloging Reports interface. The title bar reads "Voyager Cataloging - [Auth 3179165 : McDonnell, Janet, 1962- Four seasons]". The menu bar includes File, Edit, Record, Display, Options, Window, and Help. The toolbar contains icons for New, Open, Save, Search, Headings, Titles, Save to DB, New Hldgs, Get Hldgs, New Items, Get Items, Hierarchy, and Help. The main window is titled "MARC" and has tabs for "System" and "History".

Leader: 00565nz 2200193n 4500
005: 19930414144858.7
008: 930414 n l _ a c a b b a a a l _ _ _ _ l a _ a a a _ l l _ _

Tag	l1	l2	Subfield Data
→ 010			‡a n 93034396
035			‡a (DLC)n 93034396
040			‡a DLC ‡c DLC
100	1	0	‡a McDonnell, Janet, ‡d 1962- ‡t Four seasons
430		0	‡a Four seasons
643			‡a Chicago ‡b Childrens Press
644			‡a f ‡5 DLC
645			‡a t ‡5 DLC
646			‡a s ‡5 DLC
670			‡a McDonnell, J. Winter, c1993: ‡b CIP t.p. (The Four seasons)

At the bottom, the status bar shows "Library Of Congress Control Number" and "2:52 PM". The taskbar includes the Start button and several open applications: Cataloging..., RE: Archiv..., Voyager C..., and Voyager... The system tray shows the time as 2:52 PM.

My bib record looks like this:

The screenshot shows a Microsoft Word window titled "Voyager Cataloging Reports.doc - Microsoft Word". The main content is a MARC record for a book. The record is displayed in a table format with columns for Tag, l1, l2, and Subfield Data. The record includes fields for author, title, publisher, physical description, and a summary.

Tag	l1	l2	Subfield Data
100	1		‡a McDonnell, Janet, ‡d 1962-
245	1	0	‡a Summer, a growing time / ‡c by Janet McDonnell ; illustrated by Linda Hohag.
260			‡a Chicago : ‡b Childrens Press, ‡c c1993.
300			‡a 32 p. : ‡b col. ill. ; ‡c 25 cm.
440		4	‡a The Four seasons
500			‡a 28291541
520			‡a Mouse experiences his first summer and hears from the other animals why it is such a wonderful season, filled with plentiful food and the opportunity to grow.
650		1	‡a Summer, Fiction

Below the table, the text "International Standard Book Number" is visible. The Windows taskbar at the bottom shows the Start button, several application icons, and the system clock displaying 2:53 PM.

This authority record is appropriate for this bib, and I will change the 440 field to 490 1 and add a field 800 1 for the authorized author/title form of this series. My finished bib should look like this:

Voyager Cataloging Reports.doc - Microsoft Word

Voyager Cataloging - [Bib 410893 : Summer, a growing time / by Janet McDonnell ; illustrated by Linda Hohag.]

File Edit Record Display Options Window Help

New Open Save Search Headings Titles Save to DB New Hldgs Get Hldgs New Items Get Items Hierarchy Help

MARC System History

Leader 00901cam 22002658a 4500 006

005 20020415202306.0 007

008 930319 s 1993 _ _ _ _ _ i _ _ _ _ _ 0 0 0 _ 1 _ _ eng _ _

Tag	l1	l2	Subfield Data
490	1		‡a The Four seasons
520			‡a Mouse experiences his first summer and hears from the other animals why it is such a wonderful season, filled with plentiful food and the opportunity to grow.
650		1	‡a Summer ‡x Fiction.
650		1	‡a Animals ‡x Fiction.
650		1	‡a Mice ‡x Fiction.
700	1	1	‡a Hohag, Linda. ‡e ill.
→ 800	1		‡aMcDonnell, Janet, ‡d 1962- ‡t Four seasons

Pat Personal Name, Series Added Entry 2:57 PM

Start Cataloging... RE: Archiv... Voyager C... Voyager... 2:57 PM

Example 11. The same or similar titles for series are sometimes used by different publishers. The heading “Gemini book” appears in my report. When I search for this title I find a reference to “Gemini books (Toronto, Ont.):

The screenshot shows the Voyager Cataloging Reports interface. The window title is "Voyager Cataloging Reports.doc - Microsoft Word". The application window is titled "Voyager Cataloging - [Auth 3890797 : Gemini books (Toronto, Ont.)]". The interface includes a menu bar (File, Edit, Record, Display, Options, Window, Help) and a toolbar with icons for New, Open, Save, Search, Headings, Titles, Save to DB, New Hldgs, Get Hldgs, New Items, Get Items, Hierarchy, and Help.

The MARC record is displayed in a table format with the following data:

Tag	I1	I2	Subfield Data
Leader	00456cz 2200169n 4500		
005	19981210082308.8		
008	981204 n l _ a c a a b a a a l _ _ _ _ _ l a _ a n a _ l l _ _		
010			‡a n 98107333
035			‡a (DLC)n 98107333
040			‡a DLC ‡c DLC ‡d DLC
130	0		‡a Gemini books (Toronto, Ont.)
430	0		‡a Gemini book
644			‡a f ‡5 DLC
645			‡a t ‡5 DLC
646			‡a s ‡5 DLC
670			‡a Absolutely invincible, 1997: ‡b cover (Gemini books) t.p. verso (A Gemini book)

The status bar at the bottom shows "Library Of Congress Control Number" and "3:10 PM". The taskbar includes the Start button and several open applications: Cataloging..., RE: Archiv..., Voyager C..., and Voyager...

My bib record looks like this:

The screenshot shows the Voyager Cataloging software interface. The title bar reads "Voyager Cataloging - [Bib 190456 : Spain; a history in art.]". The menu bar includes File, Edit, Record, Display, Options, Window, and Help. The toolbar contains icons for New, Open, Save, Search, Headings, Titles, Save to DB, New Hldgs, Get Hldgs, New Items, Get Items, Hierarchy, and Help.

The MARC record is displayed in a form with the following fields:

- Leader: 00627cam 2200229 4500 006
- 005: 20020415201956.0 007
- 008: 711020 s 1966 nyu a b 0 0 0 0 0 eng

Below the form is a table of MARC tags and subfield data:

Tag	I1	I2	Subfield Data
040			‡a DLC ‡c DLC ‡d m.c. ‡d ICV
043			‡a e-sp---
050	0		‡a N7101 ‡b .S55
082			‡a 759.6
100	1	0	‡a Smith, Bradley
245	1	0	‡a Spain; a history in art.
260	0		‡a New York, ‡b Simon and Schuster, ‡c 1966.
300			‡a 296 p. ‡b col. illus. ‡c 33 cm.
440		2	‡a A Gemini book
504			‡a Bibliography: p. 294-296.

The status bar at the bottom shows "System Control Number" and "3:11 PM". The taskbar includes the Start button and several open applications: Cataloging..., RE: Archiv..., Voyager C..., and Voyager... A notification bubble indicates "Task Scheduler is ready."

This appears not to be the correct authority for this bibliographic record. Further searching of the authority file found this record:

The screenshot shows a Microsoft Word document titled 'Voyager Cataloging Reports.doc'. The main content is a MARC record for 'Shakespeare, the tragedies, 1975, c1965: facing t.p.'. The record is displayed in a table format with columns for Tag, I1, I2, and Subfield Data.

Tag	I1	I2	Subfield Data
010			‡a n 83800784
035			‡a (DLC)n 83800784
040			‡a MH ‡c MH ‡d DLC
130	0		‡a Gemini books.
643			‡a Chicago ‡b University of Chicago Press
644			‡a f ‡5 DLC ‡5 MH
645			‡a t ‡d items cataloged after Dec. 31, 1980 ‡5 DLC ‡5 MH
645			‡a n ‡d items cataloged before Jan. 1, 1981 ‡5 DLC
646			‡a s ‡5 DLC ‡5 MH
670			‡a Shakespeare, the tragedies, 1975, c1965: ‡b p. facing t.p.

The record also includes a Leader field with the value '00552cz 2200181n 4500', a 005 field with '19841206073233.4', and a 008 field with '840227 n l _ a c a a b a a a l _ _ _ _ _ l n _ a n a _ l l _ c'. The document is part of a 'Voyager Cataloging' session, as indicated by the window title and the taskbar.

This also appears to be an inappropriate match for my bib. In this case, I have no authority record instructing me to change this heading. My safest course of action is to do nothing. Or, I could change the tag to 490 0 to prevent this heading from reappearing in subsequent runs of my report. Voyager retrieval would still be possible with keyword searches.

Example 12. In addition to series, title headings also report references for 130 and 730 entries. The heading “Genevan psalter” appears in my report. The authority record looks like this:

The screenshot shows a Microsoft Word document titled "Voyager Cataloging Reports.doc" with a window titled "Voyager Cataloging - [Auth 623536 : Psautier de Genève]". The document displays a MARC record with the following fields:

Leader: 01654cz 2200277n 4500
 005: 19900222093725.7
 008: 790518 n | _ a c a n n a a b | _ _ _ _ | a _ a n a _ _ _ _

The MARC record is displayed in a table format with the following columns: Tag, l1, l2, and Subfield Data.

Tag	l1	l2	Subfield Data
→ 010			‡a n 79044299
035			‡a (DLC)n 79044299
040			‡a DLC ‡c DLC ‡d NjP ‡d DLC
130	0		‡a Psautier de Gen`eve
430	0		‡a Pseaumes de David mis en rime fran_cois
430	0		‡a Psautier huguenot
430	0		‡a French psalter of 1562
430	0		‡a Psaumes en vers fran_çais avec leurs m`elodies
430	0		‡a Pseaumes mis en rime francoise
430	0		‡a Genevan psalter

The status bar at the bottom of the window shows "Pat Library Of Congress Control Number" and the time "3:25 PM". The taskbar at the bottom shows the Start button and several open applications: "Cataloging...", "RE: Archiv...", "Voyager C...", and "Voyager...".

My bib record looks like this:

The screenshot shows the Voyager Cataloging software interface. The title bar reads "Voyager Cataloging - [Bib 441821 : Cent cinquante Pseaumes de David : mis en musique à quatre (et cinq) parties ...]". The menu bar includes File, Edit, Record, Display, Options, Window, and Help. The toolbar contains icons for New, Open, Save, Search, Headings, Titles, Save to DB, New Hldgs, Get Hldgs, New Items, Get Items, Hierarchy, and Help. The main window is titled "MARC" and has tabs for "System" and "History".

Fields in the MARC record:

- Leader: 01371ccm 2200325 a 4500 006
- 005: 20030510152109.0 007
- 008: 950308 s 1995 ___ wiu hy a ___ bdehi_ n_ ___ frm ___

Subfield Data table:

Tag	I1	I2	Subfield Data
500			‡a Settings for 4-5 voices (dessus, haute-contre, taille, basse-contre, cinquieme) of melodies from the Genevan Psalter.
504			‡a Includes bibliographical references (p. xxi-xxii) and index.
546			‡a Middle French words, also printed as text with English translation (p. xxiii-iii); pref. and notes in English.
650	0		‡a Choruses, sacred (Mixed voices, 5 parts), unaccompanied.
650	0		‡a Psalms (Music)
650	0		‡a Choruses, Sacred (Mixed voices, 4 parts), Unaccompanied
700	1		‡a Heider, Anne
730	0		‡a Genevan psalter

At the bottom, the status bar shows "International Standard Book Number" and "3:26 PM". The taskbar includes the Start button and several open applications: Cataloging..., RE: Archiv..., Voyager C..., and Voyager... The system tray shows the time "3:26 PM".

This only requires a simple replacement of the English form of the title with the French.

Example 13. Sometimes the authorized form of title requires editing non-filing characters. The heading “Golden scratch & sniff book” appears in my report. The authority record looks like this:

The screenshot shows a Microsoft Word window titled "Voyager Cataloging Reports.doc - Microsoft Word" with a sub-window for "Voyager Cataloging - [Auth 3720519 : Golden scratch and sniff book]". The interface includes a menu bar (File, Edit, Record, Display, Options, Window, Help) and a toolbar with icons for New, Open, Save, Search, Headings, Titles, Save to DB, New Hldgs, Get Hldgs, New Items, Get Items, Hierarchy, and Help. Below the toolbar is a "MARC" section with tabs for "System" and "History".

The MARC record fields are as follows:

- Leader: 00570nz 2200181n 4500
- 005: 19971216085440.3
- 008: 971216 n | _ a c a c b a a a | _ _ _ _ | n _ a n a _ _ _ _

Below the fields is a table showing the subfield data for each tag:

Tag	I1	I2	Subfield Data
→ 010			‡a n 97123458
035			‡a (DLC)n 97123458
040			‡a DLC ‡c DLC
130	0		‡a Golden scratch and sniff book
430	0		‡a Scratch and sniff
430	0		‡a Scratch and sniff book
430	0		‡a Golden scratch & sniff book
643			‡a Racine, WI ‡b Golden Books Pub. Co.
667			‡a Give as a quoted note.
670			‡a Santa's biggest little helper, c1997: ‡b p. 4 of cover (A golden

The status bar at the bottom shows "Pat Library Of Congress Control Number" and the time "3:35 PM". The taskbar at the very bottom includes the Start button and several open applications: Cataloging..., RE: Archiv..., Voyager C..., and Voyager...

If you were to open the 008 field button, you would see that this authority record represents a fully established heading and is appropriate for use as a series added entry. However, you may also note that field 667 documents a Library of Congress decision to treat this series as a quoted note.

My bib record looks like this:

The screenshot shows the Voyager Cataloging software interface. The title bar reads "Voyager Cataloging - [Bib 235038 : Sweet smell of Christmas / by Patricia Scarry. Pictures by J. P. Miller.]". The menu bar includes File, Edit, Record, Display, Options, Window, and Help. The toolbar contains icons for New, Open, Save, Search, Headings, Titles, Save to DB, New Hldgs, Get Hldgs, New Items, Get Items, Hierarchy, and Help. The main window is titled "MARC" and has tabs for "System" and "History".

The MARC record is displayed in a form with the following fields:

- Leader: 00975cam 2200229 4500 006
- 005: 20020415202010.0 007
- 008: 700929 s 1970 nyu a i _ _ _ 0 0 0 1 1 _ eng _ _

Below the form is a table of MARC tags and subfield data:

Tag	I1	I2	Subfield Data
035			‡9 AGZ-4154
040			‡a DLC ‡c DLC ‡d m.c. ‡d IHI
100	1	0	‡a Scarry, Patricia M., ‡d 1924-
245	1	4	‡a The sweet smell of Christmas / ‡c by Patricia Scarry. Pictures by J. P. Miller.
260	0		‡a New York, ‡b Golden Press ‡c [1970]
300			‡a [30] p. ‡b col. illus. ‡c 24 cm.
440		2	‡a A Golden scratch & sniff book
520			‡a Six treated strips, disguised as part of an illustration, give off odors enabling the reader to smell the same Christmas smells as Little Bear

The Windows taskbar at the bottom shows the Start button, several open applications (Cataloging..., RE: Archiv..., Voyager C..., Voyager...), and the system clock at 3:35 PM.

Initial articles are to be omitted from uniform titles. If I choose to make a series added entry, I will need to change the non-filing characters indicator in field 440 from 2 to 0 as I replace the heading.

If I choose to follow LC's practice, I would change the tag to 500, erase the second indicator, and enclose the text in quotes.