



Everything You Always Wanted to Know About Authority Control

Gordon Ernst

Authorities/Cataloging Librarian

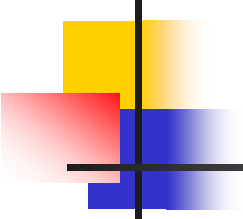
West Virginia University



Authority Control

- What is it?
- Why is it important?
- How do we do it?

Why Is It Important?



Headings List

Font: Arial Unicode MS

	Bibs	Staff Title Headings Search Heading	Heading Type
	1	NASA contractor report ;	series title
	1	NASA contractor memorandum ;	series title
Authorized	0	NASA contractor report	non-series title
Authorized	11550	NASA contractor report	series title
	1	NASA contractor report ; 3144-3145	series title
	1	NASA contractor report ; NASA CR-4386.	series title
	1	NASA contractor reporter ;	series title
	1	NASA contractor reports ;	series title
Reference	0	NASA CP	non-series title
Reference	0	NASA CP	series title

OK Cancel Search Authority Clear All Copy

77 Headings Found Search: Staff Title Headings Search=nasa



What to Look For

- Fixed fields
 - Geographic subdivision
 - Type of series
 - Series numbering
 - Name, subject, or series use



What to Look For

- Variable fields
 - 050 call number
 - 1XX authorized form
 - 4XX "See from tracing fields"
 - 5XX "See also from tracing fields"
 - 64X series headings
 - 67X notes

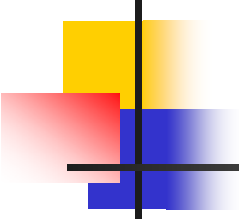
Name Authority Record

035		‡a AAP2910WL
040		‡a DLC ‡c DLC ‡d DLC
053		‡a PS3537.T92516
100	1	‡a Stuart, Jesse, ‡d 1906-1984
400	1	‡w nna ‡a Stuart, Jesse, ‡d 1907-
400	1	‡a Stuart, Jesse Hilton, ‡d 1906-1984
667		‡a Old catalog heading: Stuart, Jesse, 1907-
670		‡a His Man with a bull-tongue plow, 1934.
670		‡a Richardson, H. E. Jesse, c1984: ‡b CIP t.p. (Jesse Hilton Stuart)
670		‡a His Cradle of the copperheads, c1988: ‡b frwd. (Jesse Hilton Stuart; b. 1906; d. 1984)
690		‡a GLOB:GE:12/17/99

Original Authority Record

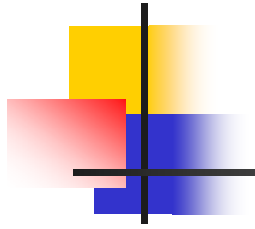
040		‡a WvU ‡c WvU
100	1	‡a McGrew, James C. ‡q (James Clark), 1810-1913
670		‡a Internet Web page, 5/19/2005: ‡b http://politicalgraveyard.com/bio/mcgrew-mcguinness.html#R9M0J60UF (McGrew, James Clark (1813-1910) also known as James C. McGrew of Kingwood, Preston County, W. Va. Born near Brandonville, Monongalia County, Va. (now W. Va.), September 14, 1813. Republican. Delegate to Virginia secession convention, 1861; member of West Virginia state house of delegates from Preston County, 1863-65; U.S. Representative from West Virginia 2nd District, 1869-73. Died in Kingwood, Preston County, W. Va., September 18, 1910. Interment at Maplewood Cemetery, Kingwood, W. Va.)
690		‡a GE:5/19/2005

Subject Authority Record



035	‡a (OCoLC)oca05878229
040	‡a DLC ‡b eng ‡c DLC ‡d DLC
150	‡a Mountaintop removal mining
450	‡a Decapitation mining
450	‡a Mountaintop decapitation (Mining)
450	‡a Mountaintop mining
450	‡a MTR mining
550	‡a Strip mining ‡w g
670	‡a Surface mining, 1990: ‡b p. 612 (Mountaintop removal mining)
670	‡a West Virginia. Governor's Task Force on Mountaintop Mining and Related Practices. [Report], 1998.
670	‡a Web site Charleston Gazette, Aug. 30, 2002 ‡b (decapitation mining; mountaintop

Series Authority Record



050	4	‡a S79 ‡b .E1
130	0	‡a Bulletin (Mississippi Agricultural and Forestry Experiment Station)
410	2	‡a Mississippi Agricultural and Forestry Experiment Station. ‡t Bulletin ‡w nna
410	2	‡a Mississippi State University. ‡b Division of Agriculture, Forestry, and Veterinary Medicine. ‡b Dept. of Information Services. ‡t Bulletin
530	0	‡w a ‡a Bulletin (Mississippi Agricultural Experiment Station)
642		‡a 971 ‡5 DLC
643		‡a Mississippi State, MS ‡b Dept. of Information Services, Division of Agriculture, Forestry, and Veterinary Medicine
644		‡a f ‡5 DLC
645		‡a t ‡5 DLC
646		‡a s ‡5 DLC
646		‡a c ‡5 WvU

Related Series Authority Record



040		‡a WvU ‡c WvU
050	4	‡a S79 ‡b .E1
130	0	‡a Bulletin (Mississippi Agricultural Experiment Station)
530	0	‡w b ‡a Bulletin (Mississippi Agricultural and Forestry Experiment Station)
642		‡a 770 ‡5 WvU
643		‡a State College ‡b Mississippi State University, Agricultural Experiment Station
644		‡a f ‡5 WvU
645		‡a t ‡5 WvU
646		‡a c ‡5 WvU
670		‡a 1969 crop and fertilizer recommendations for Mississippi, 1969: ‡b series t.p. (Bulletin / Mississippi Agricultural Experiment Station)
690		‡a GE:9/22/2005



Where Do We Obtain Authority Records?

- OCLC or other utility
- Web pages of LC and NLM
 - <http://authorities.loc.gov/>
 - <http://www.locatorplus.gov/>
- LC Red Books (for subjects only)



When Does a Heading Need Authority Control?

- Reports generated by your system
- Just by finding it while looking for something else
- LC Subject Headings Weekly Lists
<http://www.loc.gov/catdir/cpsoc/cpsoc.html>
- Cataloging Service Bulletin



When Does a Heading Need Authority Control?

- LC Subject Headings Manual--Subject Headings
Freefloating Subdivisions
- Patrons and librarians



What Kind of Changes?

- Headings that have changed to a different form
- Headings that are “see from” forms
- Headings that are in a pre-AACR2 form
- Typographical errors in library databases
<http://faculty.quinnipiac.edu/libraries/tballard/typoscomplete.html>



How Do We Change Headings?

- Manually
- Global Headings Change feature of your system
- Batch Cat (for Voyager Libraries)
<http://www.library.northwestern.edu/public/>
- Vendors



Voyager Authority Validation

Authority Validation

Heading	Tag(s)	Validation	Bib Heading	Near Heading
Name	100	Nonexistent Heading	‡a Puglisi, Annette.	
Name	710	Heading Validated	‡a West Virginia University.	‡a West Virginia University.
Subject	650	Heading Validated	‡a Autistic children.	‡a Autistic children
Subject	650	Heading Validated	‡a Gluten-free diet.	‡a Gluten-free diet
Subject	650	Heading Validated	‡a Casein-free diet.	‡a Casein-free diet
Name/Title	100/245	No Validation Performed	‡a Puglisi, Annette. ‡a Parents' perceptions of the gluten-free casein-free diet for their children with autism	
		Partial Heading	‡a West Virginia University. ‡t	

Create auth Retrieve auth Copy Search... Continue Close

See Reference Heading

Headings List

Font: Arial Unicode MS

	Bibs	Staff Subject Headings Search Heading	Heading Type
Reference	38	Narcotics, Control of.	LC subject headings
	3	Narcotics, Control of Afghanistan.	LC subject headings
	2	Narcotics, Control of Africa.	LC subject headings
	1	Narcotics, Control of Alabama Birmingham.	LC subject headings
	1	Narcotics, Control of Alaska.	LC subject headings
	1	Narcotics, Control of America International cooperation.	LC subject headings
	1	Narcotics, Control of American Samoa.	LC subject headings
	21	Narcotics, Control of Andes Region.	LC subject headings
	1	Narcotics, Control of Andes Region Periodicals.	LC subject headings
	2	Narcotics, Control of Arizona.	LC subject headings

OK Cancel Search Authority Clear All Copy

199 Headings Found Search: Staff Subject Headings Search=Narcotics, Control of.

Authority Record

Voyager Cataloging - [Auth 49096 : Drug control]

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 01214cz a2200301n 45 0

005 20050503102104.0

008 860211 i | _ a n a n n b a b n _____ | a _ a n a _ _ _

Tag	I1	I2	Subfield Data
010			‡a sh 85089820
035			‡a (OCoLC)oca02057273
040			‡a DLC ‡b eng ‡c DLC ‡d DLC
→ 150			‡a Drug control
450			‡a Drug control ‡x Government policy
450			‡a Drug enforcement
450			‡a Drug law enforcement
450			‡a Drug policy
450			‡a Drug traffic control
450			‡a Narcotics, Control of ‡w nne
450			‡a War on drugs
550			‡a Vice control ‡w g

Heading-Topical Term 2:34 PM

Start Voyager Catal... OCLC Connexion Microsoft Powe... Cataloger's too... Perform 'batch... 2:34 PM

Batch Cat Changes

Perform 'batch' corrections

Exit Start Pause Summarize Options

Status: ACTIVE

rol]

Help

Save to DB New Hldgs Get Hldgs New Items Ge

Cataloger's toolkit

Request a 'batch' correction

Old heading (from authority 4XX fields)

1 heading

450: :jaNarcotics, Control of

Indirect subdivision form:

New heading (from authority 1XX field)

150: :jaDrug control

Indirect subdivision form:

Get from BAM Send this to 'special' form Close

Read authority Clear Show blank Special form Notify ... OK

Tag	I1	I2	Su
010			‡a
035			‡a
040			‡a
→ 150			‡a
450			‡a
450			‡a
450			‡a
450			‡a
450			‡a
450			‡a
450			‡a War on drugs
550			‡a Vice control ‡w g

Heading-Topical Term

2:36 PM

Start Voyager Catal... OCLC Connexion Microsoft Powe... Cataloger's too... Perform 'batch...' 2:36 PM

Heading After Changes

The screenshot shows the Voyager Cataloging application window. The main menu includes File, Record, Display, Options, 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 'Headings List' dialog box is open, displaying a table of search results. The font is set to Arial Unicode MS. The search criteria are 'Staff Subject Headings Search= Narcotics, Control of'. The results table shows one entry: 'Reference' with '0 Narcotics, Control of' and 'LC subject headings' as the heading type. The status bar at the bottom of the dialog indicates '1 Heading Found' and 'Search: Staff Subject Headings Search=Narcotics, Control of.' The Windows taskbar at the bottom shows the Start button, active windows for Voyager Cataloging, OCLC Connexion, and Microsoft PowerPoint, and the system clock at 3:51 PM.

	Bibs	Staff Subject Headings Search Heading	Heading Type
Reference	0	Narcotics, Control of	LC subject headings

1 Heading Found Search: Staff Subject Headings Search=Narcotics, Control of.

See Reference Heading Not Apparent

The screenshot shows the Voyager Cataloging application window. The 'Headings List' dialog box is open, displaying a table of search results. The table has four columns: 'Authorized', 'Bibs', 'Staff Subject Headings Search Heading', and 'Heading Type'. The search criteria are 'Search: Staff Subject Headings Search=iraq war'. The results show several entries related to the Iraq War, with the first entry being 'Iraq War, 2003-' with 182 bibs and 'LC subject headings' as the heading type.

Authorized	Bibs	Staff Subject Headings Search Heading	Heading Type
	182	Iraq War, 2003-	LC subject headings
	5	Iraq War, 2003 Atrocities.	LC subject headings
	1	Iraq War, 2003 Biography.	LC subject headings
	1	Iraq War, 2003 Campaigns United States.	LC subject headings
	6	Iraq War, 2003 Causes.	LC subject headings
	2	Iraq War, 2003 Civilian relief	LC subject

45 Headings Found Search: Staff Subject Headings Search=iraq war

Authority Record with 4XX Added

Voyager Cataloging - [Auth 541361 : Iraq War, 2003-]

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 02033cz a2200373n 45 0

005 20050915134540.0

008 030416 || _ a n a n n b a b n _____ | a _ a n a _ _ _

Tag	I1	I2	Subfield Data
→ 010			‡a sh2003003059
035			‡a (OCoLC)oca06021140
040			‡a DLC ‡b eng ‡c DLC ‡d DLC
053	0		‡a DS79.76 ‡b DS79.769
150			‡a Iraq War, 2003-
450			‡a Iraq War, 2003
450			‡a Anglo-American Invasion of Iraq, 2003-
450			‡a Gulf War II, 2003-
450			‡a Iraq ‡x History ‡x Anglo-American Invasion, 2003-
450			‡a Iraqi Freedom, Operation, 2003-
450			‡a Operation Iraqi Freedom, 2003-
450			‡a Operation Telic, 2003-

No information found

1:46 PM

Start Voyager Catalogin... OCLC Connexion Microsoft PowerPoi... 1:46 PM

Heading After Changes

Voyager Cataloging

File Record Display Options Help

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

Font: Arial Unicode MS

Authorized	Bibs	Staff Subject Headings	Search Heading	Heading Type
	182	Iraq War, 2003-		LC subject headings
	5	Iraq War, 2003- Atrocities.		LC subject headings
	1	Iraq War, 2003- Biography.		LC subject headings
	1	Iraq War, 2003- Campaigns United States.		LC subject headings
	6	Iraq War, 2003- Causes.		LC subject headings
	2	Iraq War, 2003- Civilian relief		LC subject

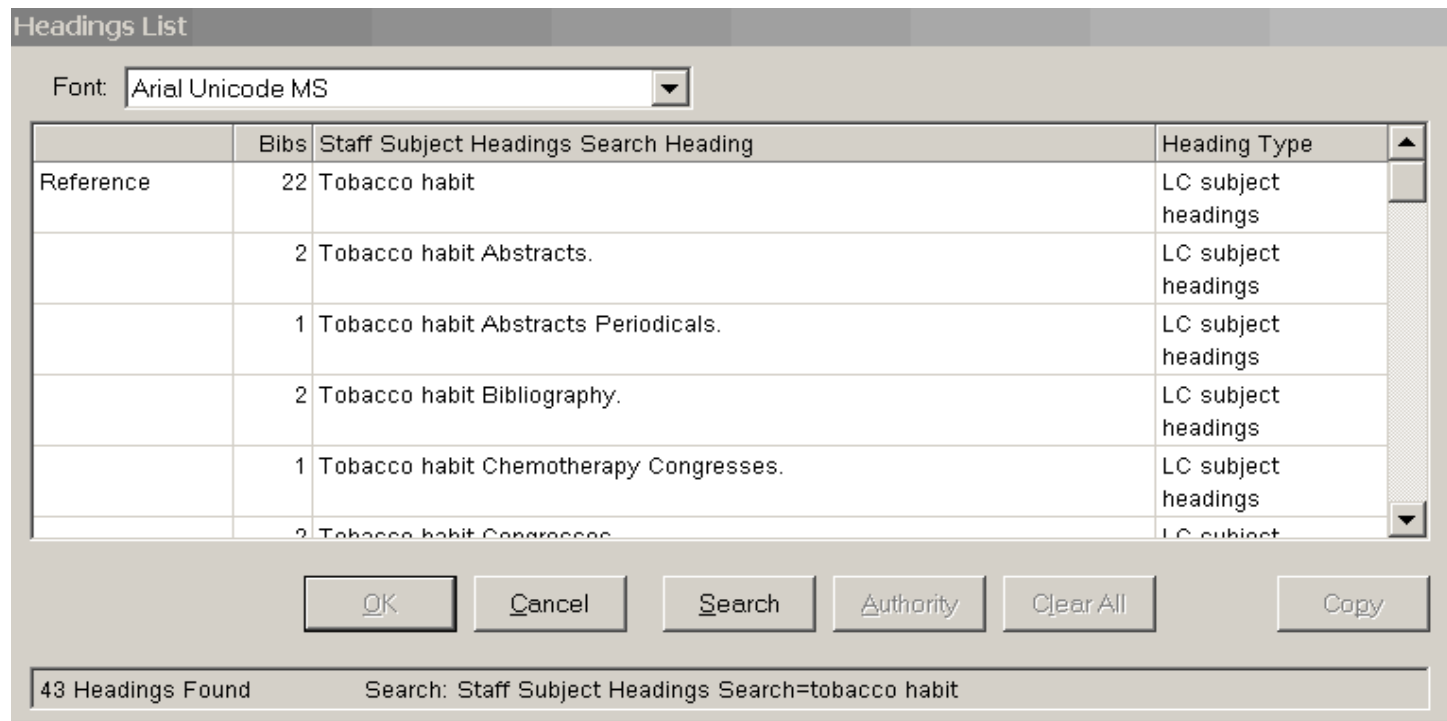
OK Cancel Search Authority Clear All Copy

45 Headings Found Search: Staff Subject Headings Search=iraq war

2:20 PM

Start Voyager Catal... OCLC Connexion Microsoft Powe... Cataloger's too... Perform 'batch... 2:20 PM

See Reference Heading

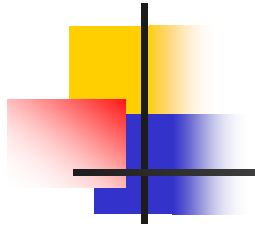


The screenshot shows a 'Headings List' dialog box with a font dropdown set to 'Arial Unicode MS'. The main area contains a table with columns for 'Bibs', 'Staff Subject Headings Search Heading', and 'Heading Type'. The search results are as follows:

Bibs	Staff Subject Headings Search Heading	Heading Type
Reference	22 Tobacco habit	LC subject headings
	2 Tobacco habit Abstracts.	LC subject headings
	1 Tobacco habit Abstracts Periodicals.	LC subject headings
	2 Tobacco habit Bibliography.	LC subject headings
	1 Tobacco habit Chemotherapy Congresses.	LC subject headings
	2 Tobacco habit Congresses.	LC subject

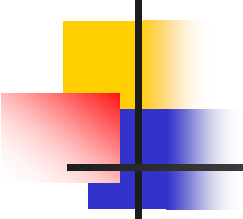
At the bottom of the dialog, there are buttons for 'OK', 'Cancel', 'Search', 'Authority', 'Clear All', and 'Copy'. A status bar at the very bottom indicates '43 Headings Found' and 'Search: Staff Subject Headings Search=tobacco habit'.

Authority Record



150	‡a Tobacco use
360	‡i subdivision ‡a Tobacco use ‡i under classes of persons and ethnic groups
450	‡a Tobacco habit ‡w nne
550	‡a Habit ‡w g
550	‡a Substance abuse ‡w g
550	‡a Nicotine addiction

Heading After Changes



Headings List

Font: Arial Unicode MS

	Bibs	Staff Subject Headings Search Heading	Heading Type
Reference	0	Tobacco habit	LC subject headings

OK Cancel Search Authority Clear All Copy

1 Heading Found Search: Staff Subject Headings Search=tobacco habit



How Do We Create an Original Authority Record?

- Item in hand
- Search the heading in your catalog and OCLC
- NUC Mansell pre-1956 (for older materials)
- Web



So You Think This Is Easy?

700	1	2	‡a Vivaldi, Antonio, ‡d 1678-1741. ‡t Concertos, ‡m bassoon, horns (2), oboes (2), violin, ‡n RV 569, ‡r F major.
700	1	2	‡a Vivaldi, Antonio, ‡d 1678-1741. ‡t Concertos, ‡m string orchestra, ‡n RV 159, ‡r A major.
700	1	2	‡a Vivaldi, Antonio, ‡d 1678-1741. ‡t Concertos, ‡m bassoon, flute, violins, ‡n RV 104, ‡r G minor.
700	1	2	‡a Vivaldi, Antonio, ‡d 1678-1741. ‡t Concertos, ‡m bassoon, string orchestra, ‡n RV 483, ‡r E-flat major.
700	1	2	‡a Vivaldi, Antonio, ‡d 1678-1741. ‡t Concertos, ‡m bassoon, flutes (2), oboes (2), string orchestra, ‡n RV 577, ‡r G minor.
700	1	2	‡a Vivaldi, Antonio, ‡d 1678-1741. ‡t Concertos, ‡m oboe, violin, string orchestra, ‡n RV 543, ‡r F major.
700	1	2	‡a Vivaldi, Antonio, ‡d 1678-1741. ‡t Concertos, ‡m horns (2), string orchestra, ‡n RV 539, ‡r F major.
700	1	2	‡a Vivaldi, Antonio, ‡d 1678-1741. ‡t Concertos, ‡m oboes (2), violins (2), string orchestra, ‡n RV 557, ‡r C major.
700	1	2	‡a Vivaldi, Antonio, ‡d 1678-1741. ‡t Concertos, ‡m bassoon, clarinets (2), flutes (2), oboes (2), violins (2), string orchestra, ‡n RV 556, ‡r C major.
700	1	2	‡a Vivaldi, Antonio, ‡d 1678-1741. ‡t Concertos, ‡m string orchestra, ‡n RV 131, ‡r E major.
700	1	2	‡a Vivaldi, Antonio, ‡d 1678-1741. ‡t Concertos, ‡m viola d'amore, string orchestra, ‡n RV 394, ‡r D minor.
700	1	2	‡a Vivaldi, Antonio, ‡d 1678-1741. ‡t Concertos, ‡m piccolo, string orchestra, ‡n RV 445, ‡r A minor.
700	1	2	‡a Vivaldi, Antonio, ‡d 1678-1741. ‡t Concertos, ‡m clarinets (2), oboes (2), string orchestra, ‡n RV 580, ‡r C major.
700	1	2	‡a Vivaldi, Antonio, ‡d 1678-1741. ‡t Concertos, ‡m violin, string orchestra, ‡n RV 243, ‡r D minor.



Authority Vendors

- Marcive www.marcive.com
- Library Technologies, Inc.
www.librarytech.com
- MARS OCLC (now Backstage Library Works) www.marclink.com



Resources

- Maxwell, Robert L. *Maxwell's Guide to Authority Work*. Chicago: ALA, 2002.
- *NACO Participants' Manual*, 3rd Ed.
<http://www.loc.gov/catdir/pcc/naco/npm3rd.pdf>
- *Library of Congress Rule Interpretations*
- LC Cataloging Policy and Support Office
<http://www.loc.gov/catdir/cpso/cpso.html>
- LC Authorities <http://authorities.loc.gov/>
- MARC Standards <http://www.loc.gov/marc/>



Questions?

- Gordon.Ernst@mail.wvu.edu
- 304 293-4040 x4034