

Alternate Class Numbers: Analytics in Collected Sets F 130

BACKGROUND: *The Library of Congress classifies a few monographic series and multipart items as collected sets, i.e., all of the individual analytics were assigned the same classification number and shelved together. Many libraries that use LC cataloging records prefer to classify and shelve each analytic separately. As a service to these libraries, LC provides in its cataloging records for these titles both the LC collected set number and an alternate classification number based on the contents of the individual work. The latter number is not used to shelve LC's own copy(ies) of the work (except in the case of special alternate numbers created for works assigned to and shelved in the Geography and Map Division's atlas collection).*

Note: Before 2007, the Library classified a large number of monographic series and multipart items as collected sets. In 2007, the Library largely abandoned this practice. Currently only a few large sets of this type are still maintained under a single collected set number. Most of the individual analytics of monographic series and multipart items are now classified separately according to their subject content, and an alternative number is not provided.

1. When to assign and when to omit the alternate number. Assign an alternate monographic classification number to each analytic of a monographic series or multipart item where the series treatment as recorded in the 646 field of the series authority record is **c: Classified as a collection** and the analysis as recorded in the 644 field is either **f: Analyzed in full** or **p: Analyzed in part**.

Omit the alternate number if:

- the alternate classification number for the analytic is the same as the class number assigned to the collected set
- the alternate classification is **LAW**
- the analytic is a subseries, each piece of which is analyzed. Assign the alternate number to the analytics of the subseries, not to the subseries itself.

If the analytic is a subseries that is not analyzed, assign the alternate number to the subseries.

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2. *Selecting and formulating the alternate number.* Select the appropriate alternate number based on the contents of the analytic being cataloged. Carry the alternate number out as far as needed to cover topical elements, including names of persons, places, or institutions as subjects, even if it is necessary to establish a new class number or topical Cutter.

3. *Inputting the alternate number.* Enter the alternate number as a second \$a subfield in the 050. *Example:*

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050 00 $a QH301 $b .C5 no. 586 $a GC511
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