

Classification Web Basics
CHEAT SHEET
(rev. Oct. 2004 rls)

LIBRARY OF CONGRESS CLASSIFICATION WEB

<http://classweb.loc.gov/Auto/>

Type of search	General Information	Examples
Browse classification schedules	--Use Internet Explorer --Preference is set for Hierarchy browser (choices are Standard, Enhance, Hierarchy); can override by going to Extended Menu --Displays data from L.C. Classification Schedules --Need to include periods in search	--H [Hierarchy browser] --HV9785.2 [Hierarchy browser] --PS3561.I483 [Hierarchy browser]
Classification search	--Use terminology from Classification schedules, not from LCSH --Can use 600, 610 subject terminology as long as terms appear in Classification schedules --“Browse” is left-justified; can only use one criteria --“Search” is keyword; can use more than one criteria --Truncation: every word is automatically truncated (i.e., “statistic” calls up “statistics, statistical,” etc.) --Wild cards: * = zero or more characters; ? = one character --Need to include periods in classification number searches	--[caption] 20 th century [browse] --[keyword] napoleon [search] --[index] napoleon [browse] --[keyword] dant alig?ier in*ence AND [classification number] p [search]
Subject headings	--Use terminology from LCSH (150, 151), not Classification schedules --“Browse” is left-justified; can only use one criteria --“Search” is keyword, and can use more than one criteria --Need to include periods in classification number searches --Classification number searches 053 field in subject authority records	--[structured subject heading] iran—history—qajar [browse] --[unstructured subject heading] iran history qajar [browse] --[keyword] history iran qajar [search] --[unstructured subject heading] iran history AND [classification number] ds [search]
Subject heading and classification number correlations	--Subject headings drawn from first subject heading (650, 651) of records of various institutions, not L.C. database. Since our preferences are set by the administrator, this list is not available in Preferences. Please refer to the handout instead --Call numbers also drawn from same sources as above; need to include periods in search --Can include subfields in search --Left-to-right truncation	--[subject heading] literature modern 20 th century history [find] --[LC classification number] gv1065.22 [find]

Searching special characters

Name of character	How to search
Polish L	l or L
Scandinavian O	o or O
D with crossbar	d or D
Icelandic thorn	th or TH
Digraph AE	ae or AE
Digraph OE	oe or OE
O-hook	o or O
U-hook	u or U
Eth	d or D