

# LIBRARY OF CONGRESS CLASSIFICATION WEB OUTLINE/SCRIPT

rev. Aug. 5, 2005 rls

<http://classificationweb.net/Auto/>

- Automatic login, set by local administrator
- Preferences also set by local administrator
- Keyboard shortcuts: None for Class Web; browser “Help” to see browser’s keyboard shortcuts
- Updated weekly

## MAIN MENU

- Messages of the day at bottom of main menu
- General explanation of main menu
  - Log out
  - Preferences
  - Extended menu
  - Outline
  - Subsets
  - Bookmarks
  - Tutorial
  - Help (“Help” can also be context sensitive)
- Basic search windows
  - Browse classification schedules
  - Classification search
  - L.C. subject headings
  - [Juvenile subject headings]
  - Subject heading & classification number correlations
  - [L.C. subject heading & Dewey classification correlations]
  - L.C. classification & Dewey classification correlations

## BROWSE CLASSIFICATION SCHEDULES

### General information:

- Preference set to “Hierarchy browser” (options at bottom of screen are “Standard,” “Enhanced,” and “Hierarchy browser”; will demo difference later)
- Use Internet Explorer
- Displays data from L.C. Classification Schedules
- Buttons
  - Refresh
  - Menu
  - Search
  - Tables
  - Logout

- Close
- Help
- Go
- Moving screen-by-screen
  - Arrows
  - Use “Back” button provided by Internet Explorer (“History” function)
- Bar across top with hierarchical links to click on
- Letter buttons, with corresponding information in bar across bottom of screen
- Include periods in any classification number search

**Examples:**

1. Example of outline, how to split out into separate hierarchical areas:
  - a. **[H] [go]** or **[enter]** (etc.)
2. Example of how tables are calculated
  - a. **HV9785.2 [go]** or **[enter]**
  - b. **Iran**
3. Example of specific call number
  - a. **[ps3561.i483]** (remember to put in periods)
  - b. show with and without periods
  - c. show how can apply table
4. Example of how to call up tables (to apply by yourself if need be; ex.: for belles-lettres authors not listed in schedule)
  - a. **[Tables]; [p-pz40]**
  - b. **[Tables]; [kl-kwx4 2000]** (to move to specific spot within table)
5. Example of difference Standard, Enhanced, Hierarchy Browsers
  - a. **HV9807 [Standard browser]** (no tables calculated; leads to closest number; no hotlinks)
  - b. **HV9807 [Enhanced browser]** (Aug. 2005: calculates all tables)
  - c. **HV9807 [Hierarchy browser]** (Aug. 2005: calculates some tables)

**Yellow areas. Examples:**

These are areas where the table has been modified from the standard table

1. **PF3140**
  - a. Look at **3145-3146** [spelling books; later 1851-]
  - b. **Tables; p-pz1 144** [look at 145-146; spelling books; 1860-]

**Pop quiz:**

- Do a call number search for the following: **ml134.5.b74**
- What is the subject for this classification number?

## CLASSIFICATION SEARCH

**General information:**

- 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**
- *Show display/search options at bottom of search screen*
- Buttons
  - Search
  - Reset
  - Logout
  - Close
  - Menu
  - Help
- Moving screen-by-screen
  - Arrow buttons
  - Use “back” button provided by Internet Explorer

**Examples:**

1. **[caption] 20<sup>th</sup> century [browse]**  
NOTE: to show entire hierarchy, **[entire hierarchy]** (at bottom); **[redisplay]** (further down)
2. **[keyword] napoleon [search]**
3. **[index] napoleon [browse]**
4. combining criteria for a “search” (Boolean keyword search)  
**[caption] 20<sup>th</sup> century AND**  
**[keyword] philosophy AND**  
**[classification number] b AND [search]**
5. **[keyword] dant Alig?ier In\*ence AND**  
**[classification number] p AND [search]**

**Pop quiz:**

- Do a search for the following subject heading: **cats bibliography**
- What class number is associated with this subject?

## L. C. SUBJECT HEADINGS

**General information:**

- Use terminology from LCSH (150, 151), **not** Classification schedules
- *Authority records for place names (e.g., United States, Paris (France), etc.) are **not** included*
- “Browse” is left-justified; can only use one criteria
- “Search” is Boolean, and can use more than one criteria
- *Classification number is from 053 in subject heading authority record*
- Buttons
  - Search
  - Reset
  - Logout
  - Close
  - Menu
  - Help

**Examples:**

1. **[structured subject heading] iran—history—qajar [browse]** (show order of results)
2. **[unstructured subject heading] iran history qajar [browse]** (show order of results; scroll down to iran hostage crisis)
3. **[structured free-floating subdivision] history—20<sup>th</sup> century** (show order of results)
4. **[unstructured free-floating subdivision] history 20<sup>th</sup> century** (show difference in order of results)
5. **[keyword] history iran qajar [search]** (Must use [search] with keyword search)
6. **[keyword] astrology medieval [search]**
7. **[unstructured subject heading] iran history AND [classification number] ds AND [search]**
8. Searching modified letters:  
**[keyword] lodz [search]** [“l” displays highlighted; this is a Polish “l”]

**Pop quiz:**

- Is there a subject heading, “Civil rights?” Can it be subdivided geographically? What are some classification numbers associated with the heading?
- Is there a subject subdivision “Civil rights?” Can it be subdivided geographically?
- If both are established, what is the difference in how they are used?

## **SUBJECT HEADING AND CLASSIFICATION NUMBER CORRELATIONS**

**General information:**

- 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
- Buttons
  - Reset
  - Logout
  - Close
  - Menu
  - Help

**Examples:**

1. **[subject heading] literature modern 20<sup>th</sup> century history [find]**
2. **[LC classification number] gv1065.22 [find]** (include periods)

**Pop quiz:**

- Do a search under the classification number: **pl8704.a2**
- What is the main subject heading associated with this classification number?

## **L.C. CLASSIFICATION & DEWEY CLASSIFICATION CORRELATIONS**

- Similar display and function to Subject heading and classification number correlations

### **Example:**

1. **[Dewey decimal classification number] 543 [find]**