

Contents

Preface	A-7
A History of the Sears List	A-11
Acknowledgments	A-15
Principles of the Sears List	A-17
The Purpose of Subject Cataloging	A-17
Determining the Subject of the Work	A-19
Specific and Direct Entry.	A-21
Types of Subject Headings.	A-23
Topical Headings	A-23
Form Headings	A-24
Geographic Headings	A-25
Names	A-25
The Grammar of Subject Headings.	A-27
The Forms of Headings	A-27
Single Nouns	A-27
Compound Headings	A-27
Adjectives with Nouns	A-28
Phrase Headings	A-28
Subdivisions	A-28
Topical Subdivisions	A-28
Geographic Subdivisions	A-28
Chronological Subdivisions.	A-30
Form Subdivisions	A-30
The Order of Subdivisions	A-31
Geographic Headings Subdivided by Topic	A-31
Some Difficult Areas of Application	A-33
Biography	A-33
Collective Biographies	A-33
Individual Biographies	A-34
Nationalities	A-34
Literature	A-35
Works about Literature	A-36
Literary Works	A-36
Themes in Literature	A-39

Principles of the Sears List — *Continued*

Wars and Events	A-40
Native Americans	A-40
Government Policy	A-40
Mythology and Folklore	A-41
Nonbook Materials	A-41
Classification and Subject Headings	A-42
Maintaining a Catalog	A-43
Adding New Headings.	A-43
Revising Subject Headings	A-44
Making References	A-45
<i>See</i> References	A-45
<i>See also</i> References	A-46
General References	A-47
Recording Headings and References	A-48
Cataloging in the Twenty-first Century	A-49
Bibliography	A-50
Headings to be Added by the Cataloger	A-53
“Key” Headings	A-55
List of Canceled and Replaced Headings.	A-57
The Use of Subdivisions in the Sears List	A-59
List of Subdivisions Provided for in the Sears List	A-61
Sears List of Subject Headings	1