

## Partial Title Added Entries H 150

**BACKGROUND:** *Until January 1995, subject catalogers assigned a partial title added entry when a term or phrase embedded in a title contained subject information not adequately represented by the assigned subject headings or a "used for" (UF) reference (4XX field) in the subject authority file. This practice was designed to bring the term or phrase to the entry position and make it retrievable in card catalogs, print catalogs, or systems dependent on left-match browse rather than keyword searching. These partial title added entries were assigned in 740 fields with catalogers' notes recorded in 952 fields to justify them. With the implementation of the second phase of format integration at the Library of Congress in January 1995, the 740 field in MARC 21 was redefined and is no longer available to provide added entry access to varying forms of titles. The 246 field is used for title added entries related to the 245 field, for example, portions of titles, parallel titles, and alternate forms, as well as varying forms of title found elsewhere on an item. However, now that widespread use of keyword searching enables terms in titles to be retrieved whether or not they appear in the left-most position, catalogers no longer make partial title added entries for subject cataloging purposes.*

- 1. Partial title added entry not used.** Do not assign a partial title added entry for subject cataloging purposes, either in a 740 field or a 246 field.
- 2. Use of 653 field.** If there are special circumstances that necessitate recording the varying form of a word appearing in a title that is judged to be significant for subject access but not adequately covered by the assigned subject headings, record the term in a 653 field for uncontrolled subject terms following the procedures in H 160. Do not add a term to the 653 field that duplicates a term appearing in another searchable field.

*LC practice:*

- 3. Deletion of partial title added entries.** Make no systematic attempt to delete partial title added entries assigned for subject cataloging purposes from existing bibliographic records cataloged when the practice was in effect. Delete partial title added entries assigned for subject cataloging purposes when they are covered by newly established subject headings being assigned to existing bibliographic records as part of normal bibliographic file maintenance (cf. H 200, sec. 14).