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# Connexion Client 6: Authority Control

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# Learning objectives

- Authority records purpose and structure
- Control headings in bibliographic records
- Search and browse LC authorities
- Export authority records

# Authority record

Record of the decision of the authoritative form of a:

- **Name (Personal & Corporate)**
- **Name / Title**
- **Uniform title**
- **Subject**

used as a heading in a bibliographic record.

[ODLIS — Online Dictionary for Library and Information Science](#)

# Purpose of authority records

- **Authority control\*** - Procedures by which consistency of form is maintained in headings (*names, uniform titles, series titles, and subjects*) in bibliographic records
- **Cross-references** for
  - other forms of name: See reference (4xx)
  - equally valid names: See Also reference (5xx)
- **Disambiguate** similar or identical headings
- **Collocate** similar things

[\\*ODLIS — Online Dictionary for Library and Information Science](#)

# Authority Records: Variable Fields

- **1XX Heading**

- 3XX Identifying attributes
- 4XX **See** references
- 5XX **See also** references
- 6XX Notes
- 7XX Linking entries

- X00 Personal name
- X10 Corporate name
- X11 Conference name
- X30 Uniform titles
- X50 Topical terms (subject headings)
- X51 Geographic names (subject headings)
- X55 Genre / Form term
- X80 Topical subdivision
- X81 Geographic subdivision
- X82 Chronological subdivision
- X85 Form subdivision

# Understanding MARC Authority records

[Library of Congress](#) >> [Standards](#) >> [MARC](#) >> [Understanding MARC Authority Records](#)

## WHAT IS A MARC RECORD, AND WHY IS IT IMPORTANT?

[Part I: What Does MARC Mean?](#)  
[Part II: Why is a MARC Record Necessary?](#)  
[Part III: MARC Terms and Their Definitions](#)  
[Part IV: What is a MARC Authority Record?](#)  
[Part V: Are MARC Authority Records Shared?](#)  
[Part VI: MARC Data Issues](#)  
[Part VII: In Conclusion](#)

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# Control Headings

- **Links** headings in bibliographic records to matching authority records
- **Controlled headings** will automatically be updated if the linked authority record changes.
- Controlled heading **link** opens the authority record in a separate window

# Control Headings

## LC authority record

010		n 00140230
040		DLC †b eng †e rda †c DLC †d DLC
046		†f 1984-09-15 †2 edtf
100	0	Harry, †c Prince, Duke of Sussex, †d 1984-
370		London (England) †c Great Britain †2 naf
374		Princes †2 lcsh
377		eng
400	0	Henry, †c Prince, Duke of Sussex, †d 1984-
400	1	Sussex, Harry, †c Prince, Duke of, †d 1984-
400	0	†w nne †a Henry, †c Prince, grandson of Elizabeth II, †d 1984-
400	0	Henry Charles Albert David, †c Prince, Duke of Sussex, †d 1984-
400	0	Henry, †c of Wales, Prince, †d 1984-
670		OCLC #44652312: Brody, W. Prince Harry, 2000
670		Encyc. Brit. †b (under Charles, Prince of Wales: Prince

## Bibliographic record

042		pcc
043		e-uk---
050	0 0	DA591.A45 †b H46365 2023
082	0 0	941.086092 †a [B] †2 23
090		†b
049		MAIN
100	0	<a href="#">Harry, †c Prince, Duke of Sussex, †d 1984-</a>
245	1 0	Spare / †c Prince Harry.
250		First US edition.
264	1	New York : †b Random House, †c [2023]
300		410 pages : †b illustrations ; †c 25 cm
336		text †b txt †2 rdaccontent
337		unmediated †b n †2 rdamedia
338		volume †b nc †2 rdacarrier
520		"It was one of the most searing images of the



# When to use Control Headings

- When a heading on a WorldCat record is **not controlled**
- When you add a **new heading** to a **WorldCat record**
- When you add a **new record** to WorldCat
- **Replace** the WorldCat record to retain the controlled heading.

# Controllable LC headings

- **1xx** and **7xx** (Name headings)
- **6xx - 0** (Subject headings)
- **655 - 7 ±2 lcgft** (Genre headings)
- **8xx** (Series added entries )

# Subject headings in Connexion

600	1	0	<a href="#">Kendi, Ibram X.</a>
650	0		<a href="#">Anti-racism</a> †z <a href="#">United States.</a>
650	0		<a href="#">Racism</a> †x <a href="#">Psychological aspects.</a>
651	0		<a href="#">United States</a> †x <a href="#">Race relations.</a>
650	0		<a href="#">African American men</a> †v <a href="#">Biography.</a>
650	0		<a href="#">African American historians</a> †v <a href="#">Biography.</a>
650	0		<a href="#">African Americans</a> †x <a href="#">Race identity.</a>
600	1	2	Kendi, Ibram X.
650	1	2	Racism †x psychology †0 (DNLN)D063505Q000523
650	2	2	Race Relations †0 (DNLN)D011822
651	2		United States †0 (DNLN)D014481
650	6		Antiracisme †0 (CaQQLa)201-0500432 †z États-Unis. †0 (CaQQLa)201-0407727
650	6		Racisme †0 (CaQQLa)201-0001691 †z Aspect psychologique.
651	6		États-Unis †x Relations raciales. †0 (CaQQLa)201-0068873
650	6		Racisme †0 (CaQQLa)201-0001691 †x Aspect psychologique. †0 (CaQQLa)201-0373794
650	6		Hommes noirs américains †0 (CaQQLa)201-0303722 †v Biographies. †0 (CaQQLa)201-0378258
650	6		Historiens noirs américains †0 (CaQQLa)201-0078394 †v Biographies. †0 (CaQQLa)201-0378258
650	6		Noirs américains †x Identité ethnique. †0 (CaQQLa)201-0072974

**Controlled  
LCSH**

**Other subject  
headings  
controllable  
only in  
Record  
Manager**

# Authority tags and bibliographic tags they control

Heading	Authority Tag	Bibliographic Tag
Personal Name	100	100, 600, 700, 800
Corporate Name	110	110, 610, 710, 810
Conference Name	111	111,611,711,811
Uniform Title	130	130, 630,730,830
Chronological Term	148	648
Topical Subject	150	650
Geographic Subject	151	651
Genre / Form Subject	155	655
Topical Subdivision	180	6xx \$x
Geographic Subdivision	181	6xx \$z
Chronological Subdivision	182	6xx \$y
Form Subdivision	185	6xx \$v

# Control headings in Connexion client

- **Control All** headings
- **Control a Single** heading
- **Edit** a controlled heading
- **Replace** WorldCat record to retain control

# What field in the authority record contains the “see also” reference?

- A. Field 4xx (400, 410, 450)
- B. Field 670
- C. Field 1xx (100, 110, 150)
- D. Field 5xx (500, 510, 550)

# What field in the authority record contains the “see also” reference?

A. Field 4xx (400, 410, 450)

B. Field 670

C. Field 1xx (100, 110, 150)

D. Field 5xx (500, 510, 550)

**If the heading in the authority record changes, the controlled heading in the *WorldCat* bibliographic record is updated.**

A. True

B. False



**If the heading in the authority record changes, the controlled heading in the *WorldCat* bibliographic record is updated**

A. True

B. False

# Search and browse LC authority files

- **Search** - keyword – words in any order
- **Browse** – exact phrase from left to right
  - Initially puts you into a browse index
  - Personal name – <last name>, <first name>
- **Expanded browse** – to include subfield

# Export Authority Records

- **One-time setup**
  - **Tools > Options > Export**
- **To export**
  - **Action > Export**

# Which menu path will allow you to search for authority records?

- A. Cataloging > Search or F2
- B. Authorities > Search > LC Names and Subjects or Shift + F2
- C. Authorities > Show
- D. Cataloging > Show

# Which menu path is correct for searching authority records?

A. Cataloging > Search or F2

B. Authorities > Search > LC Names and Subjects or Shift + F2

C. Authorities > Show

D. Cataloging > Show

# Questions?

<https://help.oclc.org>

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# Thank You!

Please remember to fill out the evaluation for this class

- Instructor: Crystal Rodriguez
- Category: Cataloging and Metadata
- Class name: Connexion Client 6: Authority Control

Training questions? Contact OCLC Training [training@oclc.org/](mailto:training@oclc.org)