

The

Bliss

CLASSIFICATION BULLETIN

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EDITORIAL

Remember, remember ... The Fifth of November, but not, as far as we are concerned, for Gunpowder Treason and Plot. This is the date that Bowker-Saur have announced for the publication of Classes AY/B, General Science and Physics. (The science of pyrotechnics comes a little later). Perhaps we *should* have a fireworks display to celebrate the birth of this, the first of the great science classes in BC2, after a long period of gestation. With Chemistry following not too long after it, we hope, this should open the floodgates and leave the way clear for work on the remaining sciences and the technologies dependent upon them. The inclusion of AY General Science in this volume makes good intellectual and publishing sense, even if it may look odd, notationally. AY includes not only the history and philosophy

of science, etc., but also the important schedule for scientific research and measurement and associated topics which will be drawn on for all the other sciences and many technologies. We offer our congratulations to Jack Mills and his band of advisers, helpers and critics.

Bliss Bibliographic Classification. Second edition Classes AY/B : General Science and Physics ISBN 0-408-70824-7 : £45.00 (<i>publisher's price</i>)
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The range of Jack's activities is also to be seen in the outline of a schedule for Domestic science (Household management, what you will).

CamBUG – This issue of the *Bulletin* contains more evidence of lively activity in Cambridge, in the shape of the draft schedule for Archaeology devised for the Haddon Library, and an account of the Radzinowicz Library of Criminology – still struggling on with BC1. Is there a benefactor out there who would enable them to reclassify? Marion MacLeod is promoting new uses for Bliss outside her library.

Revisions – For the first time in a number of years, amendments to BC2 are being published in the *Bulletin*. These are devoted to Class P. Readers should not get too excited : the revision this class richly deserves is some way off, and the amendments here are merely mechanical corrections where synthesis is required from classes A, K and Q. (Class P refers to draft versions of those classes).

The Annual General Meeting this year is being held at 2.15 p.m. on Friday, 26 November, at NISW (it sounds better in Welsh!), the National Institute for Social Work, 5 Tavistock Place, London, WC1, a distinguished and long-standing member of the Association and user of BC2. It will be a great pleasure to visit this important collection, and we are grateful to Mark Watson, Director of Information, John McTernan, Librarian, and Angela Upton and Simone Casey, Assistant Librarian/Information Officers, for their kind offer of hospitality.

Would you be willing to serve on the Committee, or do you know someone whose arm could be gently twisted? Please send any nominations to the Hon. Secretary, Heather Lane. We need some new blood! Please come along – it promises to be a very interesting afternoon and a good opportunity to renew contacts. We look forward to seeing you.

And finally, please accept my apologies for the late arrival of this year's *Bulletin*, which should ideally have been in your hands two or three months ago. On the other hand, I should not have been able to bring you the glad tidings about AY/B.

I wish you and your computers a safe transition to the year 2000, the *final* year of the second millennium! Could the first of the next millennium conceivably see the completion of BC2?

*Tony Curwen
Aberystwyth
October 1999*

BLISS CLASSIFICATION ASSOCIATION

Minutes of the ANNUAL GENERAL MEETING of the Bliss Classification Association held at 2.15 p.m. on Thursday, 26 November 1998 at the Quincentenary Library, Jesus College, Cambridge.

Present:

Jack Mills (Personal member; BCA Chair)
Heather Lane (Sidney Sussex College, Cambridge; Hon. Secretary)
Angela Haselton (Tavistock Library; Hon. Treasurer)
Chris Child (Bishop Grosseteste College, Lincoln)
Eric Coates (BSO Panel)
Tony Curwen (Personal member; Editor BC Bulletin)
Frank Emmott (Barnardo's)
Aidan Baker (Haddon Library, Cambridge)
Ruth Winch (Haddon Library, Cambridge)
Helen Mackin (Barnardo's)
Marion MacLeod (Fitzwilliam College, Cambridge)
Elizabeth Russell (Rowe Music Library, King's College, Cambridge)
Rhona Watson (Jesus College, Cambridge)
Alex Perkins (Jesus College, Cambridge)
Wai Kirkpatrick (King's College, Cambridge)
Karen Attar (King's College, Cambridge)
Martin Williams (Queens' College, Cambridge)
Steven Gunning (University of London Library)
Jean Aitchison (personal member)

1. **Apologies** were received from Sarah Bendall, Ken Best, Margaret Cranmer, Linda Farley, Roy Johnson, Hannah Mateer, Ia McIlwaine, Chris Preddle, Christine Ritchie, Ann Sylph, Alan Thomas.

2. **Minutes of the previous meeting**

The minutes were circulated.

The minutes were then approved and signed as a correct record.

Proposed: Tony Curwen, Seconded: E. Russell

3. **Matters arising**

8.2 The URL for the new BCA website is <http://www.sid.cam.ac.uk/bca/bcahome.htm>.

10.2 The Schools Library Association had declined an invitation to be involved in the production of a new abridged edition of BC2. Mr Mills expressed a hope that the project could be taken forward as BC2 had potential as an educational instrument, and a schools edition would be a potent agent for promotion of the scheme.

4. **Progress of BC2: Editor's report**

4.1 Mr Mills commented on his written report, which had been circulated to the meeting and would be appended to the minutes. It was a matter of some regret that no schedules had been published since Class S, but much work had been done on the Sciences, including a substantial revision of the Earth Sciences.

4.2 The contribution of the Cambridge colleges in furthering the development of draft schedules in the Humanities was noted.

4.3 Liz Russell was willing to undertake revision of the Common Auxiliaries if access to computing facilities could be provided in Cambridge.

5. **Treasurer's report**

- 5.1 Angela Haselton commented on the accounts for the year to 31 July 1998, which had been circulated to the meeting.
- 5.2 The Association's finances remained healthy. A share dividend had been received from the Alliance & Leicester.
- 5.3 The apparent drop in income was due to the change in the subscription year.
- 5.4 Royalties had been received from Bowker-Saur for Classes R and S.
- 5.5 Acceptance of the accounts was unanimously **approved**.
Proposed: R. Watson; seconded: F. Emmott.
- 5.6 Following the motion at the 1997 AGM to ensure that the Association remained with a mutual society, the Treasurer had ascertained that the Nationwide and Abbey National societies could provide a higher rate of interest in tax-free clubs and societies accounts. The Alliance & Leicester instant access savings account would be closed, although the share certificate would be retained
- 5.7 Two institutions had withdrawn for membership : the ONS were reclassifying using DDC and the British Library Information Science Service had withdrawn from subscription on their move to St Pancras. However, the National Autistic Society had joined the Association, bringing total membership to 62.
- 5.8 Mr Mills expressed the Association's thanks to the Treasurer for her work during the year.

6. **BC Bulletin**

- 6.1 Tony Curwen proffered his thanks to all the year's contributors.
- 6.2 The Bulletin would continue to provide a vehicle for publication of amendments and corrections. In particular, members were urged to provide the Editor with any additions to the vocabulary for Class I (Psychology) and Class J (Education). The importance of members' comments on the schedules was stressed.
- 6.3 Mr Mills complimented the Editor on the 1998 edition of the Bulletin and thanked him on behalf of the Association for his work.

7. **Publicity**

- 7.1 A range of new publicity leaflets were displayed at the meeting; further copies are available from the Membership Secretary.
- 7.2 Leaflets for Classes A-AL, H and T were in production. Vanda Broughton also offered to produce a leaflet for Class AM-AX (Mathematics).
- 7.3 There had been a disappointing lack of reviews for Classes R and S. This would be addressed on publication of Class AY-B by ensuring that Bowker-Saur despatched review copies to relevant publications.

8. **Auditor's election**

Ken Best was thanked for his continued help as the Association's auditor. His re-election was *proposed* by A. Haselton and *seconded* by E. Russell, and unanimously **approved**.

9. **Committee elections**

Two committee members were due for re-election, and had agreed to stand again. There was one further vacancy for an ordinary member of the committee. Only one nomination had been received. Steve Gunning from the University of London Library was nominated by A. Haselton and seconded by F. Emmott, and was duly elected unopposed. Mr Mills thanked Guy Mitchell, who had resigned from the committee, and welcomed Mr Gunning.

10. **A.O.B**

As there was no further business, the meeting closed at 3.05 p.m.

PROGRESS OF BC2 IN 1998 : EDITOR'S REPORT TO THE AGM

Development of Schedules and Publication

Common Subdivisions. Liz Russell has been examining the requirements for a revision of these. It is envisaged that the up-to-date UDC auxiliary for place will help with the revision of Schedule 2. Liz is also examining the problems of a common schedule for the arrangement of literature on an individual, reconciling those already produced for writers, composers, etc.

Classes AY : Science and Technology (General) and B : Physics. These were near to completion in January and it has been a great disappointment that volume AY/B has not been published in time to display it at this AGM. Work on it was interrupted from February to June and this seriously delayed its finalization. However, it is now complete and the camera-ready copy is being prepared for Bowker-Saur, who should have it in December.

Class C : Chemistry. Work on the finalization of the extensive drafts already prepared for this began in October and is progressing well. Vanda Broughton is preparing the major facet of chemical compounds. This is a very large class by virtue of its enumeration, although the order and notation both reflect normal BC2 synthesis. It is hoped to have this completed by the Spring of 1999.

Classes DG/DY : Earth Sciences and Geography. The reclassification project at Sidney Sussex College, Cambridge, urgently required a near-to-final version of this class and the Editor honoured a pledge made when SSC joined the BC2 fold a year or two ago. Work began in February and proceeded until its completion (more or less) in early June. An important factor was the work already done on AY and B (for example, the Gas Dynamics schedule in B formed an integral part of the Atmosphere class). Even more important was the close cooperation with Heather Lane and her SSC colleagues which resulted in a strong literary warrant basis for the vocabulary and authoritative sanction for the big alternatives for Geography. Class D (which includes Astronomy) now takes its place in the queue for publication after the Arts class.

Class L/O : History. A large, detailed schedule for this class (some 80 pages long) was prepared at SSC (in cooperation with other members of CamBUG). This reflects only partially the structure of the drafts prepared for BC2 some years ago, mainly because it is orientated to the way the subject is commonly taught at Cambridge. Nevertheless, its extensive enumeration of the vocabulary used (for example, in Archaeology and other ancillary classes, as well as the historical periods special to particular places) will greatly help the finalization of the BC2 class for publication. In this respect, see also Class X/Z below.

Class U/V : Technology. This class will be the next to be published after Chemistry. Eric Coates completed the schedules for it a decade ago and he has been very (and typically) forbearing over our failure to publish it more promptly. But it has been waiting, inter alia, on the finalizing of the science classes AY/D and at last its turn has come. It has now received a provisional BC2 notation and Eric has the task of up-dating those classes (for example, Computer Technology) which have developed significantly since he designed the schedules. With luck, the class should be completed by next summer.

Class W : The Arts. The general structure and much of the vocabulary of this class is now settled. Douglas and Joy Foskett continue their work on the tricky vocabulary of the schools and styles in the visual arts. Further discussions on the class have been held in the CRG, including the problems of the leisure and recreational arts and their relationship to the applied and fine arts. It is hoped to complete the class and send it to Bowker-Saur before the next AGM.

Classes X/Z : Philology, Language and Literature. As in the case of L/O, above, a large and detailed schedule for this has been prepared by SSC, in cooperation with King's College and other members of CamBUG. The structure of this schedule conforms more closely to existing BC2 drafts than that for L/O, but like the latter it reflects the particular approach to the subject seen in its teaching in Cambridge. As with the L/O schedule, its rich vocabulary will greatly speed up the finalization of the BC2 class for publication.

Other matters

Publicity. Angela Haselton, Heather Lane, Marion MacLeod and Liz Russell have continued to cooperate in producing more of the excellent leaflet-guides to particular classes in BC2 and the extended distribution of these is under active consideration.

The non-appearance of reviews of published BC2 classes continues to be a serious headache, despite activity by the BCA Committee to rectify the matter. Any suggestions (or actions) to mend this state of affairs will be greatly welcome.

Schools Edition of BC2. The Committee has been in correspondence with the Schools Library Association, who were responsible for the original schools edition of BC1 (which is now out of print). The Committee thinks that a new edition based on BC2 could be a valuable medium whereby the educational potential in schools of BC2 as a clearly structured map of knowledge would receive greater use and publicity.

BC2 on the Internet. A BC2 website has now been established. Thanks are due to Eric Coates for valuable help in letting us have copies of the material used by BSO (Broad System of Ordering) which, of course, has needs very close to those of BC2.



Help for Helen !

*A propos the article about the Radzinowicz Library on page 15,
we are quite serious – if any readers have unwanted copies of BC1 in reasonable condition,
they are most earnestly requested to get in touch with Helen Krarup.*

The Bliss Classification Association

**an association to develop and promote the
Bliss Bibliographic Classification**

(Registered Charity no. 270580)

Officers and Members of the Committee 1999

Mr Jack Mills, *Chair, and Editor of BC2*

Mrs Heather Lane, *Hon. Secretary*

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Ms Sally Chambers (*University of London Library*)

Mr Frank Emmott (*Barnardo's*)

Miss Marion MacLeod (*Fitzwilliam College, Cambridge*)

Mrs Elizabeth Russell (*Personal member; c/o Mrs H.E. Lane, Cambridge*)

Prof. Alan Thomas (*Personal member*)

Observer from UDC Consortium:

Dr Ia McIlwaine

BLISS CLASSIFICATION ASSOCIATION

Consolidated Receipts and Payments for the Year Ending 31st July 1998

RECEIPTS

<u>1997</u>	Balance brought forward at 1st August	<u>1998</u>
3990.38	Deposit account	4778.58
1046.93	Current account	0414.80
0610.43	Societies account	1621.15
	Subscriptions	
0140.00	Personal	0110.00
0886.80	Institutional	0511.01
0055.80	Royalties on 2nd edition	0609.55
0078.66	Distribution from M & G (Charibond)	0044.76
	Other receipts	
0500.00	UDC Consortium	0000.00
0000.00	Alliance & Leicester share dividend ⁽¹⁾	0016.00
	Transfers	
0700.00	to Alliance & Leicester a/c from Current a/c	0000.00
1000.00	to Clubs & Societies a/c from Current a/c	0000.00
0000.00	from Clubs & Societies a/c to Current a/c	0300.00
	Interest payments	
0088.20	Deposit (Alliance & Leicester) a/c	0108.74
0010.72	Clubs & Societies a/c	0037.11
<u>9107.92</u>		<u>8551.70</u>

Current Assets at 31st July

<u>1997</u>		<u>1998</u>
0800.13	Charibond (at cost)	0800.13
0414.80	Cash in Current account	0770.70
1621.15	Cash in Societies account	1358.26
4778.58	Cash in Deposit (Alliance & Leicester) account	5512.87
	1258.84 Computer equipment	1007.07
	<u>0251.77</u> less depreciation @ 20% per annum	<u>0201.41</u>
<u>1007.07</u>		0805.66
<u>8621.73</u>		<u>9247.62</u>

PAYMENTS

1997

0299.90 (0289.90) ⁽²⁾	Committee and AGM expenses	0324.78 (0384.58) ⁽³⁾
0073.01	Stationery, postage and photocopying	0058.30
0078.83	Bulletin printing	0085.00
0141.65	BC2 expenses (computer equipment, textbooks printer paper)	0141.79
	Transfers :	
1000.00	from Current a/c to Clubs & Societies a/c	0000.00
0700.00	from Current a/c to Alliance & Leicester a/c	0000.00
<u>0000.00</u>	from Clubs & Societies a/c to Current a/c	<u>0300.00</u>
2293.39		0909.87

1998

Balance in hand at 31st July

4778.58	General deposit account	5512.87
0414.80	General current account	0770.70
<u>1621.15</u>	Clubs & Societies account	<u>1358.26</u>

6814.53

7641.83

9107.92

8551.70

- Notes:** (1) Paid twice per annum. This is the Association's first payment.
(2) (1996/97) This figure accounts for a membership subscription deducted from an expenses claim.
(3) A cheque (£59.80) paid for Committee expenses was not cashed and has not been included in the final figure.

Angela Haselton

Honorary Treasurer
40c Morpeth Road
LONDON
E9 7LD

Auditor's Report

I have examined the books, bank statements and other relevant papers of the Bliss Classification Association and find the above statement of accounts to be correct.

Ken Best

Honorary Auditor
30 Cissbury Close
HORSHAM
West Sussex
RH12 5JT

Domestic Bliss : the art & technology of housekeeping

Jack Mills

The draft schedule for the Technology class of BC2 prepared by Eric Coates a decade ago is now being revised and finalized.

As with most classes in BC2, the new version will be very different from the original in BC1. The latter called it:

Class U Arts in general, useful and industrial arts, including special technology

The Arts-in-general component was very slight and was restricted to the divisions U1/U7. U8 introduced the rest, which then occupied all the classes UA/UY (the Arts beginning at V).

The term Useful Arts is now somewhat antiquated, although it still represents a useful concept. The term technology is slightly less wide, being defined usually as applied science and assuming a fairly high scientific component in the industries concerned. There is little doubt that all manufactures and industries should be found together, whether they tend to use high or low technology in terms of scientific content. But there is no clear place in such a scheme of things for the undoubtedly useful art of housekeeping. If this class is to follow all the manufactures and industries, as it more or less did in BC1 (at UX) and as BC2 agrees that it should, and appear in the same volume as Technology, then its exact position, as well as its scope and structure, need to be settled in the near future, so as not to hold up the publication of the Technology class itself.

So a preliminary draft of the class was prepared and presented to the Classification Research Group (CRG) in February 1999. This draft, amended a little to meet some of the suggestions made at the CRG, is given below. Like any decent BC2 schedule, it should be largely self-explanatory – transparent, in the current jargon. However, in presenting it to the CRG, the question of its place in the BC2 scheme of things was discussed, as well as questions of its scope and structure. A brief note on these should help understand and evaluate the draft schedule.

In the sequence of social sciences, economics comes last, after those dealing with the structure of society itself, as dealing with the processes whereby society organizes the production of the material goods and services which sustain life and constitute the material culture of the society. This is consistent with the general BC2 principle of citing end-product first and filing it last. It is logically followed by the study of the technical means whereby these goods are produced. This was Bliss's original argument for the location of U Useful & industrial arts (after T Economics), and BC2 again agrees. Analogously, housekeeping deals with the eventual consumption of these goods and services at the family and personal level. But it is not only concerned with consumption narrowly, since many of the economic products are worked on further – the physical home is maintained and repaired, furnishings are made and arranged, food is prepared and served, and so on.

Housekeeping is in many ways the last stage in the work process; the chores it involves conclude the long, long process whereby the human animal finds the food and shelter necessary simply to sustain life. From then on, activities may be purely recreational. This makes the succeeding classes – recreation and the arts – a logical progression.

As to the scope of the class, it is in some ways the easiest class in the whole scheme to comprehend. We all have close experience of what a household involves (even those unfortunate enough to have experienced only a corporate one). But one difficulty is clear from the draft in the shape of the numerous summary class-names which contend for the status of preferred term. The six terms given as near synonyms at VU do not exhaust all those which might be used to summarize the content of the literature in this area. This reflects the literary warrant of a large literature in which the obvious subjects like cookery, shopping, cleaning, furnishing and so on are dealt with alongside behavioural problems of those sharing a household, the aesthetic, social and even moral elements in areas like clothing and personal appearance, to say nothing about the subject matter of the entertainment media enjoyed largely within the home.

Taking their cue from the information content of the numerous magazines which display the above collocation of subjects, some public librarians have sought a solution in "user-interest" classification of this area. In some ways this may be seen as a response to the often arbitrary treatment of the field in the DC. But another factor is the erroneous belief, prevalent amongst some librarians since the time of James Duff Brown, that there is such a thing as a "one-place" scheme, in which everything on a number of subjects may be kept together. This is, of course, a chimera; in a linear display of documents, the only answer to the problem of multiple relationships is to decide the most helpful preferred order and stick to a consistent citation order, so that the location of any particular compound class is highly predictable. This, it is hoped, is exactly what the draft schedule below provides. But it is also hoped that it goes some way towards meeting the legitimate aspirations of the so-called user-interest classifications.

As in all BC2 schedules, when a major other source of information on a given class needs to be remembered, a reference is made to it; examples of this occur at VU7 G Needlecraft, VUB R Gardens, etc. It should also be remembered that instructions to add classmarks from another class implicitly indicate the latter as being a source of more general information; thus the example at VU2 KM implies that the more general class at KM will have related information.

A practical point suggested by the literary warrant problem mentioned above is that a separate classmark may be desirable to mark off works which also deal to a significant degree with these other, more loosely related, topics. Such a classmark would immediately precede the more precisely defined main class, for example, a separate classmark preceding VU for Personal human needs & services to take works which, although primarily about house and home nevertheless contain also substantial material on other aspects of personal living.



Note! The schedule on the following pages is a draft, which may be subject to amendment in structure, vocabulary and notation before it finally appears as part of Class V.

The Editor welcomes suggestions for its improvement. Please send your comments to Jack Mills, c/o the Hon. Secretary, Mrs Heather Lane (*see* page 7 for contact details).

The Art and Technology of Housekeeping : draft of classes VT/VV

- U Technology**
UO Construction technology
UV Architecture... Landscape architecture...
UW Houses... Hotels...
- VS (Other manufactured products)**
- VT Housekeeping technology in general**
* For works dealing with the problems of organizing the services (provision of meals, cleaning and maintenance, etc) in private and corporate households and related institutions (restaurants, etc).
* Nearly all the literature relates to private households; therefore the detailed schedule is provided under these, at VU. All the details there are available for use here (at VT) and under corporate housekeeping (at VV).
* Detailed notation in this draft schedule is provisional.
* Add to VT numbers & letters 2/Y following VU.
- VU Domestic science, arts of everyday living, personal human needs & services, house & home, home economics, household technology**
* This class deals only with the provision of services, materials and equipment (food, clothing, shelter, etc) at the level of individual householders, with their domestic budgeting and choices.
* For basic human needs as a subject in social science, see KLC/KLI; for housing as a welfare service, see QH.
- VU2 (Common subdivisions)
* Add to VU2 numbers 2/9 from Auxiliary Schedule 1.
- VU2A (Relations to other disciplines)
* Add to VU2 letters A/Z from the whole classification; e.g.
- VU2C Chemistry in the home
VU2K Social factors
VU2KM Fashion
VU2T Economics & household management
VU2TQ Management * Use VU3 (divided as TQ/TY)
- VU3Q Household management
VU3QVK Critical path scheduling
VU3RF Work study
VU3T Household accounting
VU3TR Budgeting
VU3U Personnel management... Home-helps... Au pairs...
VU3XQ Consumer needs
VU3XS Purchasing... Home delivery...
(Environmental aspects)
- VU42 Waste... Pollution...
VU44 Safety in the home... Security...
(Operations & agents)
- VU4A Equipment, domestic appliances (general)
VU4C Mechanization... Computers...
VU5 DIY (general)... Making (home-made)...
VU5P Maintenance... Renovation... Repair...

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- VU6 Cleaning (general)
VU6M Painting & decorating (general)... Colour...
VU7 Materials in the home
VU7A Wood... Metal... Plastic...
VU7F Fabrics, textiles (general)
VU7F5 DIY
 * For needlecraft, use VT7 G.
VU7F6 (Cleaning) Laundering... Drying... Ironing...
VU7F64A (Equipment)
VU7G Needlecraft in the home, sewing
 * For embroidery as an applied art, see W.
VU8 Furniture & furnishings
 * For interior design and decoration as an applied
 art, see W.
VU8C Coverings... Upholstery... Curtaining...
VU8K Fixtures & fittings... Cupboards...
VU8L Furniture
VU8M (By material) Wood... Metal...
VU8N (By function)... Tables... Beds...
VU8Y Ornaments... Pictures...

VU9 Engineering services in the home
VU9C Communications... Telephones...
VU9F Heating... Lighting... Plumbing...
Structural parts of dwellings
VUAB Walls
VUAB8C (Coverings) Wallpapers...
VUAF Floors
VUAF8C (Coverings Rugs... Carpets...
Spaces in dwellings
VUAJ Entrances... Stairs.. Rooms...
VUBB Outbuildings... Patios...
VUBR Gardens
 * Locate here only those works dealing with the
 design and maintenance of domestic gardens
 (usually on a relatively small scale).
 * For the production of plants on a commercial
 scale, see GV; for landscaping on any scale
 other than the domestic garden, see UV.
Types of dwellings
VUCB Houses.. Bungalows... Flats... Caravans...
VUDF Personal services in the home
VUDH Hospitality
VUE Catering, food & drink provision
 (Equipment)
VUE4B Utensils... Implements...
VUET Serving meals... Table setting...
VUET4A (Equipment) ... Hatches... Hot trays...
VUF Foodstuffs, foods & drinks (together), meals
VUF3XS (Purchasing
 * For home production, see Gardening VUB R.
VUFG Nutritional & dietetic factors
 * Add letters J/Y following HK so far as
 applicable.
VUFJ Storage & preservation... Refrigeration...
VUFP Preparation... Cleaning...
VUG Cooking, cookery
VUGG (Processes) Boiling... Baking...
VUGK (Supplementary ingredients) Flavourings...

- (Types of foods & meals)
- VUGL Meals
* Not necessarily cooked.
(By origins of the foodstuffs)
- VUGN Seasonal... Genetically modified...
VUGP Factory farmed... Preserved...
(By specific food)
- VUH Vegetables... Meat... Seafood...
VUI (By geographical style) Indian...
VUJB (By number served (not corporate))
(By time or status of meal)
- VUJE Breakfast... Dinner...
(By agency)
- VUKB Fuel used... Cooked by children...
(By special environments)
- VULB Outdoor... Camping... On boats...
(By social regulations observed)
- VUM Religious... Ritual... Festivals...
(By composition, dishes)
- VUNB Auxiliary dishes... Hors d'oeuvres...
VUNE Main dishes... Pastas... Stews...
VUNQ Final dishes, desserts... Ices...
(By restricted ingredients)
- VUO Vegetarian.. Low calory...
(By health or dietary factors)
- VUP Health foods... For diabetics...
- VUQ Drinks
- VUQQ Tea... Coffee... Non-alcoholic...
VUQU Alcoholic... Wines...
VUQU5 (Home preparation)
- VUT Clothing & personal adornment
VUT2KM (Fashions)
- VUU Clothing
VUU5D (DIY)
VUU5T (Repair)
VUUM (By material)
(By sex)
- VUV Women's wear...
(DIY)
- VUV5D Dressmaking at home
VUW (By function) Outerwear... Underwear...
VUX (By body part) Headgear... Gloves...
VUXW Footwear...
VUYB Personal adornment... Jewellery...
VUYN Toilet.... Beautification...
VUYT Home entertainment
- * Factors in provision in the home. For particular recreations or entertainments, see VW.
- VV Corporate housekeeping, institutional housekeeping**
* Add to VV numbers & letters 2/R following VU, with the modifications indicated.
- VV3Q (Management)
VV7 (Materials)
VVDF (Personal services)
VVE (Catering)
(Spaces)
- VVEAM Canteens, restaurants (if part of wider services)
VVS (Other personal services)
* Add to VVS letters S/Y following VU if applicable; e.g. Hospitals - Hairdressing VVW HSY N.

(Types of institutions)

* Each one divided as VV2/S

VVT (Limited services) Restaurants... Cafes...

(Multiservices)

VVV Hotels... Hostels...

VVWH Hospitals... Prisons... Ships...

VW Recreational arts



The Radzinowicz Library

Helen Krarup, Librarian

The Institute of Criminology (part of the Law Faculty of the University of Cambridge) was established in 1959 and, from the start, the library has always formed an important part of the Institute. It has been most fortunate in the very generous grants and donations it has received over the years : initially set up with grants from the University, the Ford Foundation and the Wolfson Foundation and subsequently aided by donations from the Home Office, the Cropwood Fund, the Society of American Friends of the University and David Rockefeller Jr, it now benefits from another large donation which has been used to establish the Wakefield Book Fund. In 1972 the library was named after Sir Leon Radzinowicz who was the first Director of the Institute (1959-72) and the first Wolfson Professor of Criminology (1959-73) and who, now in his ninth decade, is still an active supporter of the library.

The library's original collection was formed from the transfer of the Criminal Science Department's collection from the Squire Law Library, and a collection of mainly German books and pamphlets from the 19th and early 20th centuries presented by Dr L. Oppenheim. The resources provided by the early grants and donations also meant that my predecessors were able to purchase a considerable quantity of secondhand criminological material. This early collection has, over the ensuing 40 years, been developed into what is now generally acknowledged as one of the leading libraries in the world in its field.

The Radzinowicz Library is housed in part of a Victorian villa ideally situated across the road from the University Library and in front of the new Squire Law Library. Unfortunately, it has now grown out of its old home and although building plans for new accommodation for the library and the Institute have been 'in hand' for at least the last 14 years, we are currently facing further delay. Constraints on space mean that we are now having to store parts of the collection in a number of different locations and have had little opportunity to introduce IT into the library itself. We have been able to make lack of space our excuse to get rid of our old card catalogues as we need to install computers in their place.

The library has three full-time members of staff, plus an evening and Saturday morning invigilator, and also makes use of students and others to undertake special tasks when finances permit. Together they serve a number of different communities, but the first priority is to provide teaching and research materials for the Institute's academic staff, researchers and students. The Institute runs three postgraduate masters courses: the first is its MPhil in Criminology, a full-time course which attracts upwards of 40 students per year from all over the world and from a variety of graduate backgrounds; the other two are recently introduced part-time Master of Studies courses for senior police officers (the MSt in Applied Criminology and Police Studies) and for senior prison service governors and managers (the

MSt in Applied Criminology and Management (Prison) Studies). The Institute also has a very active PhD programme with approximately 30 students registered at any one time. Undergraduate and postgraduate students and staff from many of the other faculties and departments of the University also use the library on a regular basis.

The library is also well used by many other readers, some from other universities in the UK who do not have similar specialised collections, some from agencies involved in criminal justice, even the occasional prisoner on day release, and many from universities, colleges and other organisations all over the world. One of the great delights of working in this superb collection comes from meeting people from so many different backgrounds, some of whom come only once, and many of whom return time and time again and become old friends. The number of external readers who use our library increases year on year as more and more people search our on-line catalogue (which is part of the University Library's OPAC).

The collection comprises some 42,000 books, 20,000 pamphlets and about 200 current periodicals covering the broad, multidisciplinary field of criminology and includes material relating to penology, deviance, forensic psychiatry, forensic psychology, sociology, social problems, crime control, crime prevention, criminal justice, education, criminal law, and human rights. The economic constraints we are all subject to today, mean that we no longer subscribe to foreign language periodicals and rarely purchase publications in languages other than English, though we are often fortunate enough to receive donations of foreign language material. We do still buy the occasional secondhand gem, however, and have recently purchased a copy of Galton's Fingerprints (1892) which found its way to our local Oxfam bookshop!

The library's catalogue was published in 1979 by GK Hall & Co of Boston in 6 volumes and is now available online via the web address below. The library also publishes its Accessions List on-line on a regular basis.

The library has used the Bibliographic Classification from the start. Over the years a number of modifications and extensions have been made and the version of the scheme we are still using is 'creaking at the seams' and results in some anomalies which occasionally upset readers, especially in the case of those sections of the collection currently classified at ILS. We are still using the original 1952 volumes; most of the additions, etc., have been made in pencil, the pages are wearing out and if anyone has a set of the 1952 volumes of the scheme we should be delighted to beg, buy or borrow them as our need is desperate!!

At the moment we can see little opportunity to re-classify the collection to BC2, much as we should like to do so. This will have to wait until we can move to a new building, whenever that may be, and resources are made available. We live in hope.

Any Bliss member who would like to visit the library would be most welcome. Please write to me or telephone in advance; the contact details are given below.

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Working towards an Archaeology schedule at The Haddon Library

by **Liz Russell**, *Classification Specialist*, and **Heather Lane**, *Hon. Secretar, BCA*

The Haddon Library is the University's Faculty library for Archaeology and Anthropology, and is one of the leading institutions of its type in the country. It is named for Alfred Cort Haddon (1855-1940) who lectured in Ethnology from 1900 to 1925. He was famed for his field research in the Torres Straits, New Guinea and Sarawak and for one of his favourite maxims, "Let it not suffice us to be book-learned."

The holdings of both the Museum and Library are based on the 1883 donation of the collections of the Cambridge Antiquarian Society. The occupation of the current Downing Street site began in 1913. The first curator was Baron Anatole von Hügel (1854-1928) who devised the library's classification scheme, which survived until reclassification to BC2 began in the 1980s. New rooms were provided in 1936 when the collection adopted the name of the Haddon Library. A further move, over Christmas 1961-62, gained the premises of the vacated Squire Law Library, an area of "Edwardian elegance and opulence," but not at all cosy in winter, when readers were often seen muffled in overcoats and scarves. (Liz Russell can vouch that this is still the case, being chilled to the bone on her first day at work, before she had adjusted to the low temperatures which are the norm in the winter months!)

Much of the anthropology collection had been reclassified, mainly using Classes H and K, by Susan Bury, Librarian until her retirement due to ill health in 1988. She was succeeded by Aidan Baker, the present Librarian. At that time the priority was retrospective conversion of the library's catalogues in order to join the University's Union Catalogue and further classification was postponed. Some Anthropology material remained unclassified but the main area of bookstock awaiting attention was Archaeology, for which there was no published BC2 schedule. However, the Cambridge colleges did have use of an outline schedule for Archaeology designed by Clare Sargent, a Cambridge Archaeology graduate, whilst working as Senior Assistant at King's College. There was also a working draft of the History schedule, originally devised by Graham Howorth. The schedules were adequate for the subject as part of a general undergraduate library, but not for a specialised collection, although some revisions and development had taken place at the libraries of Sidney Sussex and Jesus Colleges since 1995.

By 1999, the Haddon was ready to start work again on the reclassification. Heather Lane, who had already worked on the draft schedule, agreed to coordinate development on behalf of the BCA and Liz Russell was invited to help because of her extensive experience with the scheme, although she had little prior knowledge of the subject. It became immediately clear that the priority was to decide upon the depth of classification to impose. The Haddon has a heavily used loan collection, and it was felt that there might be resistance to long classmarks. However, the enhanced specificity of the indexing and improved arrangement of the stock on the shelf were felt to outweigh any difficulties which might arise.

Most books in the subject require a minimum of three facets : the *place* (normally country), the *period* and the *artefact or site type*. Very often the addition of specific place within the geographic region, or a specific site name will also be required. In addition, the academic nature of the collection also gives rise to different approaches requiring a term from the theory or methodology of the subject to be added to the subject analysis, e.g.

LA 8E	environmental archaeology, landscape archaeology
LA 8F	botanical archaeology
LA 8G	zooarchaeology
LA 8J	behavioural (i.e. applications of all methods listed below)
LA 8K	social archaeology
LA 8KN V	gender archaeology

We have found that the earlier sections of the schedule, LA2/LAA (theories and methodologies) and LAB (artefacts and sites by type) have not proved controversial, and mainly need expansion of terms.

We initially encountered difficulties with the use of the Place facet. It was argued that the collection would best be arranged using modern nation-state as the first major division of the subject, adding periods, topics and localities within the country as required. This soon proved to be unworkable in many areas, however attractive the idea of keeping together all British archaeology, all Near Eastern archaeology, etc., because literary warrant for the subject as studied in Cambridge requires that the subject be first divided into broad archaeological era.

We now have the citation order :

Era	(i.e. Prehistory Ancient History & Archaeology Classical Archaeology Medieval and Modern History & Archaeology)
Place	(this has to incorporate cultures which cross national borders)
Date	(i.e. period in prehistory – periods in history are derived from the schedules at LN/O)
Topic	
Localities	<i>added using 28 + letters from Auxiliary schedule 2</i>
Sites	<i>added using 29 + site names A/Z</i>

This keeps together works about the history and archaeology of places during the historic phase, e.g. all aspects of Ancient Egyptian history and archaeology are shelved together as a single sequence rather than two separate sequences. It does however scatter works on the archaeology of individual countries, e.g.

Prehistoric Britain	LAE
Roman Britain	LVS QE
post-Roman Britain	NCA onwards

LAC is provided as an alternative for libraries wishing to keep together all works on a given site within a country; for the Haddon it was considered more important to group say, all works on Bronze age pottery or Greek temple sites in general and then to subdivided by place using 29. Notation is provided at LAD for periods in prehistory, and at LAD Z onwards for places of the prehistoric world, in the main using LA + letters from Auxiliary Schedule 2 (LAE Britain in prehistory, LAF France in prehistory, etc.)

It was also necessary to make provision for the many cultures which are not confined within one national boundary, e.g. Thracians, Romans, Mayans, many of whom were not covered by the existing provisions of the draft schedule for History. The strategy here is to create a classmark for the culture before enumerating the individual countries in which the country was dominant, e.g

OFC	Eastern Mesoamerica
OFC O	Mayan culture
OFC P	Pre-classical Mayan

OFC Q	Classic Maya
OFC V	Post-Classic Maya
OFC Z	(by country)
OFC ZF	Belize
OFC ZG	Guatemala

This has involved a great deal of research into the chronology of each culture, and considerable work remains to be done, particularly in the Archaeology of Africa and South Asia, before the schedule can be finalised. Throughout the schedule options are provided either for specific subdivisions of a broad term to file A/Z, e.g.

LAB TRJ	Monastic buildings A/Z
LAB TRJ F	Friaries
LAB TRJ P	Priories

or to build from other schedules such as KLH/KLI (clothing, costume, dress, ornament and adornment), e.g.

LAB QIN F	Fibulae
LAB QIP LY	Hairpins

It is not unusual for titles to require this degree of specificity!

Alternatively, the classifier might choose one term and cross-reference all other synonyms, e.g.

Forts *x-ref* Brochs, camps, hillforts, fortresses

although this is not supported at the Haddon, where the degree of specificity can have implications for researchers requiring exact matches to queries.

Since the Haddon has an anthropological bias, a major problem which has arisen is how best to incorporate extra-archaeological phenomena leaving an archaeological record, such as philosophies (especially in Mesoamerica), churches and religion, politics and royalty, armies and warfare. The LA9 section has been developed to enable synthesis from other subjects, e.g. LA9 K, sociological and social anthropological aspects of archaeology. We have also tried the use of an intercalator to introduce subdivision of terms from the required class, with a 'divide like' instruction, e.g

LAB KA	Warfare
	<i>Divide like Class R for armies, battles, etc.</i>
LAB KE	Weapons, equipment
LAB KF	Defensive equipment
LAB KJ	Armour

The first part of the outline archaeology schedule developed for the Haddon Library follows below. It would be greatly appreciated if readers of the *Bulletin* could make known to the Editor or to Heather Lane (*e-mail* : librarian@sid.cam.ac.uk) any obvious omissions or problems that they find here.



Class LA, Archaeology (Draft schedule)

***Caveat!** The following schedule for Class LA Archaeology is a draft, prepared at and for the use of the Haddon Library, Cambridge. As such, it reflects the view of the subject as currently taught in the University of Cambridge, and readers should not assume that the History class to be published as part of BC2 in due course will necessarily adopt this draft in whole or in part. Nevertheless, it will doubtless prove very influential and an important source of both structure and vocabulary, and its metamorphosis into part of BC2's Class L is not precluded!*

HISTORICAL SCIENCES

L2 Common subdivisions

Add to L2 numbers 2/9 from Aux. 1

L24 Persons (i.e. historians) in the subject
* Collect works about particular historians here

L29 6 Historical personages other than historians
Add first 3 letters from subject's name (e.g. "had" for Hadrian)

L3 Relations with other subjects.
Add letters A/Z from whole classification

LA/LB ANCILLARY HISTORICAL SCIENCES

Note: for archaeology and specific ancillaries within period subdivisions introduced by the "by period" letter D (where D enumerates periods of political history), use intercalator A to introduce letters A/B following L below.

LA ARCHAEOLOGY & PREHISTORY

Note: the archaeology and 'history' of all prehistoric societies is classified at LA: the archaeology of all societies in their historic phases should be classified at LN/O. Libraries wishing to collocate archaeology of the historic phase with archaeology rather than history (not recommended) should follow the instructions given at LAD Y

LA 24 Archaeologists, A/Z
LA 247 History of archaeologists
LA 25 Organisations
LA 261 Teaching methods

LA 5 Theory
LA 55 Fringe archaeology
LA 5A Philosophy

LA 8 Types of archaeological study
(*by type*)

LA 8E Environmental archaeology,
Landscape archaeology

LA 8F Botanical archaeology
LA 8G Zooarchaeology
LA 8J Behavioural (i.e. applications of all methods listed below)
LA 8K Social archaeology
LA 8KN V Gender archaeology
LA 8L Historical archaeology
LA 8T Economic archaeology
LA 8U Industrial archaeology
LA 8W Linguistic archaeology

LA 9A/J Phenomena leaving archaeological traces
*(use with caution - see items from material culture enumerated at LAB).
Add to LA9 letters 3/9, A/J from the whole classification*

LA 9K Sociological, social anthropological & environmental aspects of prehistoric societies
Add to LA 9K letters A/Y following K in Class K

LA 9KB V Culture - used for spatial analysis
LA 9KS Ethnoarchaeology
LA 9KZ Cultural resource management
LA 9L *Add to LA9 L letters L-Z from the whole classification*

LA 9T Technique & methodology, archaeological analysis
Add to LA9 T numbers & letters following K in K5/K6 for equipment and research

LA 9U Experimental, e.g. modern reconstructions

LA 9V Preservation techniques
LA 9Z Scientific techniques
LA 9ZB Archaeometry

LAA SITES, excavation, dating, fieldwork, field archaeology

LAA 28 Place, geographic area

LAA 29 Named archaeological sites

*This is the preferred Haddon Library location for specific sites.
An alternative is LAC.
For Types of sites see LAB QZ*

LAA 9V	Site management	LAB CCD	Hoards...
LAA B	Sites in location & environment. Used for site catchment analysis	LAB CCE	Material culture (general)
LAA C	Survey, archaeological surveying (For techniques <i>divide like</i> DG6)	LAB CD	(Operations & agents) Invention, discovery, innovation
LAA C4M	Remote sensing	LAB CE	Production (general)
LAA D	Excavations	LAB CF	Manufacturing (general)
LAA DR	Rescue archaeology	LAB CG	Techniques
LAA E	Excavation techniques	LAB CH	Decoration
LAA F	Layout	LAB CT	Trade and commerce
LAA G	Sampling		
LAA H	Photography		(Types of materials)
LAA HK	Aerial photography	LAB DD	Salt
LAA HL	Recording of data	LAB DE	Minerals (general)
LAA HM	Data processing	LAB DF	Stone, flint
LAA I	Reporting, report writing and publication	LAB DG	Geological objects, morpholiths
LAA IK	Drawing of finds	LAB DH	Clay & earth
LAA IL	Interpretation of results	LAB DJ	Precious stones
LAA IM	Computer imaging	LAB DJV	Specific precious stones, A/Z
LAA IP	Geographical Information Systems, GIS techniques	LAB DK	Pottery/Ceramics
LAA IR	Reconstruction	LAB DKQ	Kilns <i>alternative to LAB GOQ with firemaking</i>
LAA J	Dating		Specific types, A/Z
LAA K	Stratigraphy/ sedimentology	LAB DKV	
LAA L	Chronology (<i>by technique</i>)	LAB DL	Glass
LAA N	Chemical	LAB DM	Metals
LAA Q	Dendrochronology	LAB DN	Iron
LAA R	Radio-carbon	LAB DO	Precious metals
LAA S	Oxygen ratio	LAB DP	Copper
LAA T	Calendars	LAB DQ	Brass
LAA U	Potassium-argon	LAB DR	Bronze
LAA V	Archaeomagnetism	LAB DS	Gold
LAA W	Thermoluminescence	LAB DV	Tin
LAA WW	Optical dating	LAB DW	Lead
LAA X	Obsidian hydration	LAB DX	Other metals, A/Z
LAA Y	Varves	LAB EA	Oils, fats, waxes
LAA Z	Other techniques, A/Z	LAB EB	Faunal remains
		LAB EF	Bone
LAB	MATERIAL CULTURE	LAB EFH	Human bone
		LAB EFK	Animal bone
		LAB EFV	Specific forms of bone A/Z E.g. antler, horn, ivory
		LAB EG	Rubber
		LAB EJ	Wood
		LAB EK	Charcoal
		LAB EN	Paper
		LAB EP	Dyes, pigments
		LAB EQ	Paints
		LAB ER	Perfumes, cosmetics
LAB B	Technology = industries	LAB ES	Fuels
LAB C	Artefacts	LAB ESF	Firewood
LAB CC	(<i>classification of finds, typology</i>)	LAB ESP	Peat
LAB CC4 A	from specific groups	LAB ESV	Other fuels, A/Z

N.B. At this point in the schedule, most of the vocabulary and sequence of classes, but not the notation, has been taken from KSK/KSL for the classification of artefacts. The larger & more abstract concepts, the inferences about ancient systems of language, religion & trade, the application of scientific techniques to archaeological finds (as in palaeobotany) or of archaeology to ancient science & technology (as in archaeo-astronomy) will fit more usefully elsewhere, especially at LA8 & LA9.

LAB EV	Other materials, A/Z	LAB GQ	Light-making equipment
		LAB GR	Rush lights
LAB F	Tools (general), instruments (general), equipment (general), implements (general) For tools, etc, serving specific functions see function (e.g. harpoons with whaling; weapons with war).	LAB GS	Torches
		LAB GT	Candles
		LAB GV	Other light making equipment, A/Z
LAB FFA	Accessories	LAB GW	Water supply
LAB FFB	Machines	LAB GY	Irrigation
LAB FFC	Hafted (with handle)		
LAB FFD	Unhafted	LAB H	Transport
		LAB HB	Navigation, direction finding, orientation
LAB FFF	Staves, sticks	LAB HC	Baggage
LAB FG	Stilts	LAB HD	Carrying apparatus (Accessories)
LAB FH	Cutting tools, shaping tools		
LAB FI	Knives	LAB HE	Types of transport accessories, A/Z
LAB FJ	Adzes		E.g. boards, nets, tump-lines (by type)
LAB FK	Axes	LAB HF	Land transport (Equipment, accessories)
LAB FL	Saws		Roads, tracks
LAB FM	Hammers	LAB HG	Bridges
LAB FN	Chisels	LAB HH	Vehicles
LAB FO	Pounders	LAB HI	Decoration
LAB FP	Drills	LAB HJ	Waggons, carts
LAB FQ	Other cutting & shaping tools, A/Z e.g. Picks LAB FQP	LAB HK	Other vehicles, A/Z
		LAB HL	E.g. travois
LAB FR	Securing devices		
LAB FS	String, cord, rope	LAB HM	Animals
LAB FT	Chains	LAB HN	Riding (Equipment)
LAB FU	Rings		Riding gear
LAB FV	Locks & keys	LAB HP	Bridles
LAB FW	Nails	LAB HPS	Harnesses
LAB FX	Other securing devices, A/Z e.g. Stocks LAB FXS	LAB HPT	Saddles
LAB FY	(Types of tools by their special function) This location allows qualification of an action by a tool, etc. used in it (e.g. Irrigation - Pumps). If several occur under one action, arrange A/Z.	LAB HPU	Other riding gear, A/Z
		LAB HP	Pack animals
		LAB HQ	Draft animals
		LAB HR	Specific type of animals, A/Z
	(Operations)		
LAB GC	Metrology, measurement, numerical systems	LAB JB	Snow & ice transport (Equipment)
LAB GD	Weights & measures	LAB JC	Snow shoes
LAB GE	Weighing	LAB JDS	Skis
LAB GG	Time reckoning	LAB JDT	Skates
LAB GH	Clocks	LAB JDU	Sledges, toboggans
LAB GI	Calendars	LAB JE	
LAB GK	Sundials		
		LAB JG	Water transport
LAB GL	Energy utilization	LAB JH	Navigation, seafaring
LAB GM	Heat & light	LAB JJ	Swimming supports
LAB GN	Firemaking		E.g. Gourds
LAB GOP	(Equipment)		
LAB GOQ	Ovens, kilns	LAB JK	Boats
LAB GOV	Other equipment, A/Z	LAB JL	Decoration
		LAB JM	Accessories
		LAB JMB	Anchors
LAB GP	Fire prevention	LAB JMC	Paddles, oars

LAB JMV	Other boat gear, A/Z. E.g. balers	LAB LR	Adhesives
LAB JN	Canoes		
LAB JP	Outrigger canoes	LAB LX	Receptacles, containers
LAB JQ	Coracles		
LAB JR	Rafts	LAB LZ	Other types of manufactures, A/Z
LAB JS	Fishing boats		
LAB JV	Other types of boats, A/Z		<i>(Processes of acquisition other than manufacture)</i>
LAB KA	Warfare <i>Add to LAB KA letters following RQ from Class R for armies, campaigns, etc.</i>	LAB MC	Hunting equipment
		LAB MD	Traps
LAB KE	Weapons, equipment	LAB ME	Spears
LAB KF	Defensive equipment	LAB M	Other, A/Z
LAB KJ	Armour	LAB MG	Fishing equipment
LAB KK	Helmets	LAB MH	Nets
LAB KL	Shields	LAB MJ	Spears
LAB KM	Other defensive equipment, A/Z	LAB MK	Harpoons
		LAB ML	Other, A/Z
LAB KN	Offensive equipment	LAB MM	Farming equipment
LAB KP	Clubs	LAB MN	Ploughs
LAB KQ	Spears, throwing sticks	LAB MO	Spades
LAB KR	Swords & daggers	LAB MP	Sickles
LAB KS	Archery	LAB MQ	Scythes
LAB KT	Accessories - A/Z E.g. quivers	LAB MR	Winnows
		LAB M	Other, A/Z <i>(Types of crop -- see LA8 F Botanical archaeology)</i>
LAB KU	Bows		
LAB KV	Arrows	LAB MT	Animal husbandry
LAB KW	Blow pipes, blow guns	LAB MU	Meat-axes
LAB KX	Boomerangs	LAB MV	Other, A/Z <i>(Parts & types of animals -- see LAB EB Faunal remains)</i>
LAB KY	Firearms		
LAB KYY	Other offensive equipment, A/Z		<i>(Equipment used in exploiting animals for transport -- see LAB HM / LAB HR)</i>
LAB KZ	Military decorations, battle honours		
LAB L	Manufactures	LAB MW	Mining, quarrying
LAB LB	Textiles	LAB MX	Tools A/Z
LAB LC	Spinning		
LAB LD	<i>(Equipment)</i>		<i>(Special human needs)</i>
LAB LDS	Spinning wheels	LAB N	Food & drink
LAB LF	Weaving	LAB NG	Preparation of food <i>(Equipment)</i>
LAB LG	<i>(Equipment)</i>		
LAB LGL	Looms	LAB NH	Cooking utensils, A/Z
LAB LH	Fibres	LAB NL	<i>(Types of food, A/Z)</i>
LAB LJ	Fabrics, clothes Specific fabrics, A/Z E.g. barkcloth, felt		
		LAB NQ	Drink, drinking, liquid consumption
LAB LK	Featherware		
LAB LL	Hair	LAB NR	Alcoholic drinks
LAB LM	Leafwork	LAB NS	Drugs, narcotics, stimulants
LAB LN	Grass	LAB NT	Accessories, containers
		LAB NU	Chewing drugs (general)
LAB LP	Cordage, ropes	LAB NV	Smoking drugs (general) <i>(By plant, A/Z)</i>
LAB LQ	Skins, hides, leather	LAB NWB	Betel
LAB LQ	Dressing skins, tanning	LAB NWK	Kava
LAB LQV	Specific hides, A/Z	LAB NWP	Peyote

LAB NWS	Snuff	LAB QPW	Music
LAB NWT	Tobacco	LAB QPX	Instruments, A/Z
LAB NWT P	Pipes	LAB QQ	Money
LAB NX	Other plant drugs, A/Z	LAB QQA	Coins
		LAB QQB	Other types of money, A/Z
LAB P	Domestic objects & articles	LAB QZ	Sites, assemblages, constructions (in general) For specific sites <i>see</i> LA 28/29, and the alternative at LAC
LAB PB	Furniture		
LAB PC	Sitting-and lying- furniture		
LAB PD	Beds		
LAB PF	Cradles (<i>Containers</i>)	LAB R	(<i>by site location</i>) Inland (usually assumed, but use for wide areas not enumerated at state or county level by Auxiliary schedule 2 - hills, downs, etc. - <i>Add</i> letters B/E following A in Auxiliary schedule 2.)
LAB PH	Vessels	LAB RG	Underwater
LAB PJ	Trays	LAB RM	Swamp, marsh, fenland, wetland
LAB PL	Boxes	LAB RN	River, stream, lakes
LAB PN	Ornaments	LAB RO	Waterfront archaeology
LAB PP	Floor coverings	LAB RP	Coastal
LAB PQ	Mats	LAB RQ	Sea, maritime
LAB PR	Rugs & carpets		
LAB PS	Wall coverings		
LAB PT	Other domestic objects, A/Z E.g. fly whisks, fans.		
LAB Q	Clothing <i>Add</i> to LAB Q letters following KL in KLH/KLI RY e.g. LAB QIN H brooches	LAB RR	(<i>by material</i>) Mud
LAB QII LM	Mirrors	LAB RRW	Wattle and daub
LAB QIM	Personal adornments, grooming	LAB RS	Thatch
LAB QIN B	Beads	LAB RT	Wood
LAB QIN F	Fibulae	LAB RU	Stone
LAB QIN L	Rings	LAB RV	(Megalith)
LAB QIP LY	Hairpins		
LAB QIP Y	Razors		
LAB QJ	Cult objects, A/Z	LAB SC	(<i>by function</i>) Closed sites
LAB QL	Religious artefacts <i>Add</i> to LAB QL letters following PDR	LAB SD	Caves
LAB QLD M	Religious symbols	LAB SDS	Rock shelters
LAB QLD N	Religious images	LAB SE	Cliff dwellings
LAB QLD TV	Votive offerings	LAB SF	Pit dwellings
LAB QO	Recreation & play	LAB SG	Tree dwellings
LAB QOA	Toys, A/Z	LAB SH	Lake dwellings
LAB QOB	Games, A/Z	LAB SJ	Tents
LAB QOC	Sports, A/Z	LAB SK	Huts
LAB QOL	Writing, A/Z by type	LAB SL	Other types of dwellings, A/Z Architectural sites <i>see</i> LAB W
LAB QP	Art * Divide like Class W	LAB SO	Open sites
LAB QPD	Decorative arts For architecture <i>see</i> LAB W architectural sites	LAB SP	Sherd scatters
LAB QPJ	Fine arts	LAB SPR	Refuse sites
LAB QPK	Painting	LAB SPS	Middens
LAB QPL	Drawing	LAB SP	Ashmounds
LAB QPM	Sculpture	LAB SQ	Kill sites
		LAB SR	Campsites
		LAB SS	Quarries, mines <i>Add</i> to LAB SS letters following LAB D for material quarried or mined, e.g. LAB SSF Flint
		LAB ST	Workshops

LAB SU	Fields	LAB W	Other structures, architectural sites
LAB SV	Terraces	LAB WD	Simple structures (<i>see also</i> LAB S)
LAB S	Roads	LAB WE	Complexes, complex structures (<i>by function</i>)
LAB SX	Wells		Divide like Class WH
LAB SY	Local area demarcations, e.g. totem figures, hill figures, Offa's Dyke	LAB WK	Domestic, residential
LAB TC	Sacred places, ceremonial sites	LAB WL	Civic, public, community
LAB TD	(<i>by religion - divide like Class P</i>)	LAB WM	Industrial, commercial, occupational, A/Z
LAB TE	Earthworks	LAB WMF	Farms
LAB TEE	Causewayed enclosures	LAB WMM	Mills
LAB TF	Circles, henges	LAB WMS	Shops, workshops
LAB TJ	Wooden monuments	LAB WMW	Warehouses
LAB TJ	Circles, henges	LAB WO	Other structures, A/Z
LAB TL	Stone, megalithic monuments	LAB X	(<i>by socio-political area</i>)
LAB TLF	Circles, henges	LAB XR	Parishes
LAB TLG	Dolmens, standing stones, quoits	LAB XQ	Settlements
LAB TO	Other specific types of site, A-Z. E.g. LAB TOS Sacred springs	LAB XS	Villages
LAB TP	Altars	LAB XT	Towns
LAB TR	Religious buildings, temples, churches, chapels	LAB XU	Cities
LAB TRH	Cathedrals	LAB XV	City states
LAB TRJ	Monastic buildings, A/Z	LAB YR	Rural
LAB TRJ P	Priories	LAB YU	Urban
LAB TRK	Others, A/Z	LAC	(<i>by specific site</i>)
LAB TY	Funerary sites		Alternative to LA 28/29
LAB U	Cemeteries		For libraries wishing to divide first by epoch, then by country, then by sites A/Z within county/state before specifying type of site/artefact.
LAB UJ	Barrows, mounds		First <i>add</i> to classmark for place and date the letter C as an intercalator + letters following the main letter for the country in Auxiliary schedule 2 + letters following LA in LA2/LAB Y as required. E.g.,
LAB UK	A/Z by type e.g. long, round, ship-burial		LAE DLC FMG BFQ P
LAB UP	Pyramids		(= Archaeology - Great Britain - Neolithic Period - Norfolk - Grimes Graves - Tools - [Other] - Picks)
LAB UR	Funerary architecture, tombs, mausolea		<i>alternative to</i>
LAB US	Burials/inhumations, mortuary practices		LAE DLB SSF BFQ P28 FMG
LAB UT	Group		(= Archaeology - Great Britain - Neolithic Period - Quarries - Flint - Tools - [Other] - Picks - Sites - Norfolk - Grimes Graves)
LAB UU	Individual	LAC Z	PREHISTORY (in general)
LAB UV	By type, A/Z, e.g. bed, coffins, mummies, urn burials, cremations		(<i>by period</i>)
LAB V	Defences, military sites, fortifications	LAD	Stone Ages onwards
LAB VU	Battlefields	LAD C	Stone Ages
LAB VV	Earthworks, banks, ditches, moats	LAD D	Palaeolithic
LAB VW	Defensive walls (e.g. Hadrian's wall)		*Palaeontology & human evolution: <i>see</i> Class H
LAB VX	Palisades, town walls	LAD D	To keep all studies of the Palaeolithic together at this point <i>add</i> letters E/Z from Auxiliary schedule 2 (places)
LAB VY	Fortresses, forts (e.g. Roman camps, Iron Age hillforts)		
LAB VZ	Castles		

LAD E	Lower	<i>Libraries wishing to collocate historical archaeology (except Classical archaeology LAN-LAS) with the archaeology of the prehistoric phase may do so by adding letters following MA to</i>
LAD F	Middle -50,000 BC	
LAD G	Upper 50,000-12,000 BC	
LAD J	Mesolithic 12,000-5,000 BC	
LAD KZ	Neolithic onwards	LAD XR Roman (but see LVX)
LAD L	Neolithic 5,000-1800 BC	LAD Y Medieval
LAD M	"Civilization" phase	LAD YP Post-medieval
LAD P	Domestication of plants & animals	<i>(by place/geo-cultural region)</i> Libraries wishing to keep all works on archaeology together at this point, i.e. not collocating archaeology of the historic phase with History, should proceed as follows:
LAD Q	Plants, origins of agriculture	
LAD R	Animals	
LAD RRJ N	Domestication of horses	
LAD S	Evolution of cities	
LAD T	Writing	
LAD U	Metal-working phase	
LAD V	Metal Ages	
LAD VZ	Chalcolithic	
LAD W	Bronze Age	
LAD WW	Early (Beaker in Britain) 2000-1400 BC	LAD Z Europe (use for Europe and Near East together) <i>(by period)</i> Add to LAD Z letters following LAD in LAD C / LAD XK Note that this restricts time divisions to those used for European archaeology
LAD WX	Middle 1400-1000 BC	LAE/LAZ (Other places) Add to LA letters E/Z from Auxiliary schedule 2
LAD WY	Later 1000-555 BC (also used for Bronze/Iron transition)	
LAD WZ	Iron Age & after	
LAD X	Iron Age	
LAD XH	Hallstatt 550-300 BC	
LAD XJ	La Tène (Celtic) 300-150 BC	
LAD XK	(Belgae) 150 BC-43 AD * all above dates refer to Britain as known at 1989. They will fluctuate considerably across Europe, becoming earlier the further East the site, as a general rule	

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Amendments to BC2

Class P : Religion, The Occult, Morals and Ethics

Class P was one of the first four classes to be published in 1977. Classes J and Q have since appeared in new editions, and Class P is now high on the list of schedules for revision once the rest of the classification is complete. It has stood the test of time quite well, but there have been many developments in the study of religions and sects, and its enumerated vocabulary needs to be greatly expanded.

*The following amendments, however, are merely a "tidying up" operation to bring out-of-date instructions to Add from other classes into line with the current editions published later than Class P. Those instructions were based on penultimate editions, and usually bear little relationship to the published classes. Examples (and some errors elsewhere) have also been corrected. **Some of these amendments may be changed in due course when the class is fully revised.***

PAA	Change example to PAA GR
PAK	Reverse order of terms to Society and Religion and change example to PAK 9V
PBN	Add further note: <u>See also</u> Ecclesiastical law [etc.] SWE
PCB BO	Change classmark to PCB BHH
PEE K/PEO	Replace entire section:
PEE K	Social, sociological events
	<u>Add</u> to PEE K letters A/K following K in KA/KK
	<u>Add</u> to PE letters L/N following K in KL/KN
	<u>Add</u> to PEO letters O/Y following K in KO/KY
	(of which the following is a selection):
PEL D	Costume, dress
PEL H	Food
	(Age groups, age categories)
PEN LW	Generations
LWK	(Conflict) Generation gap
PEN M	Childhood
PEN R	Adolescence
PEN S	Adulthood, Maturity
PEN T	Old age
PEO QJ	Family
PEO QS	Marriage
PEO RM	Sexuality, Sex relations, Sex behaviour
PEO RNV	Pregnancy
PEO XGS	Life cycle
PEO XGT	Birth
PEO XGW	Death
PEO XHE	Funeral rites, Mourning
PFG	Change note to * <u>Alternative</u> to SWE
PHR Q	In <u>Add</u> note change PGA/Pgz to PGA/PGH
PLN/PLP	Change intermediate classmark PLC to PLO
PM7	Change classmark of second example to PM7 YP
PSE	Amend as follows:
PSE	British Isles
PSE B	England; Church of England
R	Wales; Church in Wales
S	Scotland; Episcopal Church in Scotland

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- V Ireland; Church of Ireland
- PXA A/V *Replace entire section by the following :*
A . Philosophy of the Occult
. . * An alternative (which is not recommended) is to class under
Philosophy of particular subjects at AHR PX
. . . Add to PXA A letters A, F/H following A in AA, AF/AH
(of which the following are examples, with additions
at PXA AGV CX) :
- AGP . . Space and time
AGQ D . . Causation
AGU . . Kinds of knowledge, Ways of knowing
. . (Concepts special to Occult)
AGV CX. . . Esoteric, secret knowledge
AGV CY. . . Correspondence, synchronicity
C . . Schools of thought, traditions
. . . . See also Writers and writings PXV
CB . . . Western
. . . * Add to PXA C letters DA/DW following A in ADA/ADW
CI . . . Eastern, Oriental
. . . * Add to PXA C letters I/J following A in AI/AJ
D . . Science and the occult
. . * Add to PXA D letters A/D from main classes A/D
. . * Add to PXA letters E/I from main classes E/I - e.g.,
Physics and the occult PXA DB, Biology and the occult
PXA E
J . . Society and the occult
. . * Add to PXA letters J/T from main classes J/T - e.g.,
Education and the occult PXA J
U . . Technology and the occult
. . * Add to PXA letters U/V from main classes U/V
W . . Art and the occult
. . * Add to PXA letters W/Z from main classes W/Z
- PXK P *Change references to* See also Folklore KYE
(Mythical creatures) see Folklore KWV YRS
PXK R *Add reference* See also Vampires in folklore KYA T
- PXT *After Add instruction, change example to reference: For Occult
healing see HOX X*
- PXW TW/Y *Replace by :*
PXW TW By race
Add to PXW TW letters A/Z from Schedule 3A
- PYA/PYB *Replace entire section by the following (PYA H/PYA N and PYA
Q/PYA QT are unchanged):*
PYA . Philosophy, moral philosophy, meta-ethics, ethical theory
. . . * Alternative is to subordinate to Philosophy, at AHK.
. . . * This class (PYA/PYB) is for philosophical concepts not
contained in the class Problems and concepts in moral
behaviour PYM/PYR
. . (Viewpoints, schools and theories)
PYA E . . . By individual writers, A/Z.
. . . . * Use if the viewpoint is too broad to be subordinated
to a specific viewpoint (e.g. Thomism PYA ETH)
. . . . Add to PYA letters F/Y following AC in ACF/ACY except in the
case of concepts contained in PYM/PYR; the following is a
selection of classes:
FY . . . Rationalism and related viewpoints
H . . . Empiricism
JB . . . Pragmatism and related viewpoints
JK . . . Utilitarianism
JS . . . Naturalism and related viewpoints
K . . . Materialism
KJ Marxism
KQ . . . Evolutionism
L . . . Realism

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- N . . . Idealism
- NP . . . Transcendental idealism
- NQ . . . Kantianism
- NT . . . Hegelianism
- Q . . . Optimism and pessimism
- QJ . . . Optimism
- QL . . . Pessimism
- QN . . . Meliorism
- QP . . . Epicurianism
- QR . . . Stoicism
- QT . . . Fatalism
- QW . . . Nihilism
- TL . . . Existentialism
- V . . . (Viewpoints special to moral philosophy)
 - Add to PYA V letters C/R following AHK CV in AHK CVC/
AHK CVR; the following is a selection of classes:
- VL . . . Hedonism
- VN . . . Deontological theories
- VP . . . Emotivism
- VR . . . Prescriptionism

- PYB . . . (By Period and Place)
- PYB D Add to PYB D letters A/W following AD in ADA/ADW - e.g.
Hellenistic period PYB DG
 - . . (Branches, fields, topics and problems in Philosophy of morals
and ethics)
 - Add to PYB letters F/H following A in AF/AH; the following
is a selection of classes:
- PYB GKM . . . Nominalism
- HG . . . Philosophy of action
- HGN . . . Causes
- HGP . . . Motives
- HGQ . . . Dispositions
 - See also Duty PYN LN
- HGR . . . Volitions
- HGS . . . Will
- HGT . . . Intention
- HGV . . . Choice
- HGW . . . Decision
- HH . . . Freewill and determination
- HHL . . . Freewill, freedom
- HHM . . . Voluntary acts
- HHP . . . Determination
- HHQ . . . Involuntary acts
- HHS . . . Consequences of action
- HHT . . . Responsibility
- HHV . . . Excuses

- PYG W *Change example to PYG WCW*
- PYG X *Change example to PYG X9V N*

- PYK A/Q *Replace entire section by the following :*
- PYK . . Sociology of morals and ethics
 - * Alternative is to subordinate to Sociology at KKV PY
 - * This class (PYK) is for sociological concepts not
contained in the class Problems and concepts in moral
behaviour (PYM/PYR)
 - See also Fields of moral action PYS B

 - . . . (General sociological concepts)
 - Add to PYK letters A/O following K in KA/KO
 - Add to PYK P letters P/Y following K in KP/KY
 - The following is a selection:
- PYK AH . . . Social ecology, environment
- E . . . Communication
- EHE . . . Personal
- EP . . . Media
- EPQ . . . Mass media

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- FI Social interaction & social relationships, social relations
FR Social interaction
FW Social relationships
FXX Personal relationships, interpersonal relationships
HQ Socialization
KLB Differentiation and stratification
KM Status and role
KO Role
LJD Individuals in society, The self
PYK Q Social pathology
. Add to PYK Q letters A/V following Q in QA/QV - e.g.
. Deviance PYK QN
- PYN B *Replace section by the following :*
PYN B Social sanction, social control, integrative processes
. Add to PYN B letters J/X following KH in KHJ/KHX
. (except for concepts enumerated below) - e.g. Taboo PYN BUQ
C Divisive processes
. Insofar as it may be necessary to specify these,
. Add to PYN C letters B/W following KI in KIB/KIW
- PYT *In Add instruction, change KH to KI [twice]*
PYT A/PYW *Replace entire section by the following :*
PYT AZ Science
H Human biology and medical sciences
HIF TK. Genetic engineering (added 1988)
HNQ JH. Euthanasia
. See also Legal aspects of Euthanasia SBT NQJ H, SBW LT
J Education
K Society, Sociology
. * Observe notes at PYT regarding treatment of sociological
. concepts in Morals and ethics.
PYU Add to PYU letters K/RP following K in KK/KRP - e.g.
. Institutions
. * Institutions are defined at KKR X, KKS
LIJ Care and adornment of body
QJ Family
QS Marriage
RM Sexuality
RN Procreation
RO Family planning
ROU Birth control
ROV KS. Sterilisation
ROV O Abortion
PYV (Other institutions)
. Add to PYV letters KRS/P from main classes KRS/P - e.g.
PVY KRS Ethnology
. * Especially as study of non-literate societies
KW Customs & folklore
L History
P Religion
- PYW Social welfare *Amend section as follows :*
. Add to PYW letters A/Z following Q in main class Q - e.g.
- PYW D Social work
E Types of aid
EQ Counselling, advice
F Social security
G Fields of welfare action, People in need
N Social deviance
NSY Addiction
NT Gambling
NU Alcoholism
NUE T Temperance movements
NV Drugs
O Crime
Q Penology, punishment

Well, so far that was all very worthy and very useful, but not very exciting reading, was it? How about something more informal and imaginative for our finale this year?

Jobs for all

Marion MacLeod uses her lunch hour to spread the gospel

We have in Fitzwilliam College a Development Office, a euphemism for a department concerned mainly with extracting money from alumni. We are not alone; other colleges are developing their fund-raising talents. Recently I discovered that our Development Office's database of old members contains fields for 'occupation' (as described by the alumni themselves) and a 'job code' (a 4- to 7-letter sequence purporting to describe that job, e.g. ADMIN, MANAG, EDUC, ENGIN). The object is, of course, to enable appeals for money for specific projects to be targeted at specific groups of people.

A heated discussion between two Development Office staff began one lunch time last June: should a self-styled NHS Manager be coded under ADMIN, HEALTH or MANAG?

'Why don't you classify rather than code?' said I and explained (briefly) some BC2 principles. Fitz's Thai vegetable schnitzel was inspiring me. 'You could have two letters to define the area of work – health, education, the law – then another two letters to define, for example, function (manager), subject taught (history), government department (the Treasury). A search on J would bring up everyone in Education, or if you wanted just Higher Education, you could search on JR.'

Mouths fell open. *'That sounds brilliant. But how do you know about all this?'* they asked. *'It's my job'* I replied. (Here is a prime example of Other People not realising how useful librarians can be.)

The idea that first hit me seemed fairly simple, but there are snags both in theory and practice in applying BC2 to job descriptions.

First, there are many decisions to be taken initially about what could be called citation order. Something more pragmatic than BC2's 'standard citation order' is needed. For example, do Managers go with their area of work (NHS, chemical engineering firm, financial sector, hotels) with an added TQ to specify that they manage? Or do you lump them all at TQ plus two letters to specify area of work? Or do you decide that, say, all NHS and education managers/admin. staff go under their area of work but all managers of businesses go at TQ? If it is possible to search on the second pair of letters, citation order doesn't matter so much (*pace Ranganathan, J. Mills, et al.*)

Secondly, a notational problem arises. You won't be using much of BC2 notation in the pure sciences and history for the main job classification but you will need it to specify, e.g., what they teach or write about or which government department they are in. Conversely you will

have a lot of jobs in the finance, industrial, arts and leisure sectors and a lot of juggling with BC2 notation to get two letters for the primary job description.

Practical problems popped up when I asked our Development Officer to print out Real Jobs as described by alumni, some of whom had written: Executive Director, Executive, Consultant, Self-employed and even 'Writer, Editor and Pilot' (classify that!).

BCA Hon. Treasurer Angela Haselton, on one of her periodic jaunts to Cambridge, helped me go through the print-out to test it against my draft BC2-based schedule. We had some fun – three archaeologists coded respectively ARCHAEO, ADMIN and MISC; a 'management scientist' under SCIENT; a 'shipping underwriter' under TRANSP; a 'tax consultant' under CONSUL; local government people scattered about under ADMIN, LOCALG, GOVT and MISC. We also found I'd forgotten about Estate Agents (I wonder why?) and Housewives, and came across jobs in Finance we didn't know existed. At about 6 pm we concluded that the whole thing was Trickier Than You Think and toddled off for an Italian meal.

Although this still an embryonic classification of jobs, we think it can be born and can be marketable to fund-raising offices in universities, charities and other organisations who want to target groups by occupational interest. Before we can finalise our scheme, we need examples of more Real Jobs. If your organisation has a fund raising department, would they be prepared to send us a sample of occupations from their database? Would they be interested in buying a BC2-based job classification system? Please get in touch.

In case you are wondering what on earth this is all about, here are some examples of job coding (notation very provisional).

<i>Hospital manager</i>	HL:TQ		<i>Secondary school teacher</i>	JN
<i>Nurse</i>	HM		<i>School nurse</i>	JN:HM
<i>Nurse manager</i>	HM:TQ		<i>History teacher</i>	JN:LB
<i>Pharmacist</i>	HN		<i>School secretary</i>	JN:TS
<i>Surgeon</i>	HO		<i>Lecturer in pharmacology</i>	JR:HN
<i>Brain surgeon</i>	HO:HU		<i>History lecturer</i>	JR:LB

Searches on:

J as first letter finds all education-related personnel;

JN finds secondary education-related staff;

H as first or third letter finds all health-related personnel;

HM as first or second pair finds all nursing staff.

and so on. Try it for yourselves!

Marion MacLeod

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