

BLISS MUSEUM STUDIES SCHEDULE FOR USE IN THE HADDON LIBRARY,
CAMBRIDGE

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Class Z : Museum science, Museum studies, Museology

*Note that the proper name of a museum, or other corporate
body, is not shown in the classmark.*

- Z 2/9 Common subdivisions
 Add from Auxiliary Schedule 1,
 but omit the use of 8E in Place.
- ZA Objectives, aims, purpose
- ZAB policy
- ZAC role, function
- ZAC R representation of the underlying culture
- ZAD efficiency
- ZAE effectiveness in use, convenience, compatibility
- ZAF structure
- ZAG standards
- ZAH specifications
- ZAI patents
- ZAJ size, number
- ZAK organising
- ZAL control
- ZAM planning
- ZAN establishing, founding, initiating
- ZAP maintaining
- ZAQ developing, changing, converting
- ZAR innovating, pioneering
- ZAS concluding
- ZB Personnel
- ZBB Add letters B/Y following 4 in Auxiliary
Schedule 1A, for psychology, qualifications and profession.
e.g. ZBB TQ voluntary staff
- ZBC Persons by relation to museum
- ZBD owners, founders (in general; do not use for specific
 individuals)

ZBE	members of governing bodies
ZBF	collectors
ZBG	benefactors, donors
ZBH	'friends', paid-up supporters
ZBJ	consultants
ZBK	suppliers (of exhibits, equipment, etc.)
ZBL	visitors, customers <u>divide like</u> Auxiliary Schedule 1A <u>use for</u> Visitor studies. <u>see also</u> ZQ User services
ZBM	enquirers
ZBN	purchasers, receivers (of discarded exhibits and equipment)
ZBP	critics
ZBQ	disruptive persons
ZBR	miscellaneous
ZC	Museum staff
ZCB	by culture, gender, age, occupational status, disability, etc., <u>add</u> letters from Auxiliary Schedule 1A, e.g. ZCB N women; ZCB TDD amateurs.
ZCC	curators
ZCE	collection managers
ZCH	subject specialists
ZCK	conservators
ZCL	attendants
ZCM	all others, not specific to museums, e.g. artists, caterers, cleaners, disability advisers, drivers, librarians, photographers, secretaries.
ZD	Organizations
ZDD	by type, scope and status, <u>Divide like</u> Auxiliary Schedule 1 <u>Do not</u> specify individual, named, organizations. by relation to museum
ZDE	governing bodies, boards of trustees
ZDF	parent bodies, headquarters
ZDG	branches, departments, service points
ZDH	finance, revenue organizations
ZDJ	funding agencies

ZDK	staff organizations
ZDL	suppliers
ZDM	(by geographical scope)
ZDN	international
ZDP	national, federal
ZDR	regional, state, provincial
ZDS	local
	special zones
	(by function)
ZEF	professional organizations
ZEG	official, governmental
ZEH	quasi-governmental
ZEL	consultancies, business, industrial
ZEP	ad hoc bodies, pressure groups
ZEQ	Friends' associations
ZER	federations of museums
ZET	individual organizations (<u>do not</u> alphabetise)
ZEU	temporary organizations
ZEV	conferences (works about) for Conference proceedings <u>see</u> Auxiliary Schedule 1.
ZG	Philosophy of museums and their relation to other subjects.
ZGA	Philosophy of museums: build from Philosophy: Class A-AK, e.g. ZGA HK: Ethics of museums
ZGK	Social aspects of museums: <u>build from</u> Bliss classes K – S., e.g.
ZGK BV	Museums and culture, cultural property <u>add</u> AHK for appropriation
ZGR	Politics of museums
ZGR AXP	government policy
ZGR QV	post-colonialism
ZGS	Law relating to museums
ZGT	Economics of museums <u>see also</u> ZQL; Access free/charged
ZGW	Art and museology
ZM	Museology

(operations and processes)

ZN	Curatorship
	(agents)
ZNH	Buildings and equipment <u>Add to ZNH letters following ZL in ZLH-ZLM in the draft schedule for Library & Information Science.</u>
ZNH C	planning and design
ZNH CC	construction
ZNH D	care, maintenance and repair
ZNH E	demolition
ZNH F	Furniture and equipment
ZNH G	shelving
ZNH L	display cabinets
ZNH X	fixtures and fittings
ZNJ	machinery
ZNK	transport
ZNK K	elevators, lifts, hoists
ZNK L	conveyors, trolleys
ZNK N	vehicles
ZNL	building and site
ZNL H	design (museum architecture)
ZNLJ	site (location and environs)
ZNL K	buildings (narrowly) (parts)
ZNL L	external/internal
ZNL MF	walls
ZNL N	floors
ZNL O	services
ZNL P	control of conditions
ZNL Q	safety, hazards, accident prevention
ZNL R	air-conditioning, heating and ventilation
ZNL S	sanitation services
ZNL T	lighting
ZNM B	décor
ZNP	(types of building) <u>Build from</u> the letters following WH in WHI-WHP in the Architecture schedule.

ZO	Management
	<u>Add</u> letters following T in the Summary Outline of TQ: Enterprise Management Class, the main divisions being : -
ZOQ	Management of economic enterprises
ZOS	Information management
ZOS O	Administrative services
ZOT R	Financial management
ZOU	Personnel management
ZOV	Operations management
ZOW	Marketing
ZP	Collection management
ZPA	<u>use for</u> adding subjects listed earlier in the schedule.
ZPF	acquisition, collecting
ZPF H	purchases
ZPF L	gifts, donations
ZPF LQ	bequests
ZPF M	exchanges
ZPF N	deposits (by government)
ZPF V	miscellaneous
ZPG	accessioning, documentation, registration
ZPG L	cataloguing, recording details of item
ZPG LX	computers in cataloguing, information retrieval
ZPG P	photographing item (for security and identification)
ZPG R	authentication, and detection of forgery
ZPH	maintenance, protection and preservation
ZPH F	control of building conditions
ZPH G	disaster planning: prevention, response and result
ZPH H	against biological hazards and pests
ZPH J	against pollution and natural disasters
ZPH L	storage
ZPH M	restoration
ZPH N	repair
ZPH O	cleaning
ZPH P	conservation, care <u>(Do not</u> subdivide further)
ZPJ	exhibiting, exhibitions

ZPJ L	design
ZPJ M	display
	For cases and cabinets <u>use</u> ZNH L
ZPJ N	labelling, titles, captions
ZPJ P	insurance
ZPJ R	security
ZPJ S	loans
ZPJ T	dismantling
ZPJ U	packing
ZPJ V	transport
	(types of exhibitions)
ZPJ W	permanent
ZPJ X	temporary
ZPJ Y	travelling
ZPP	de-acquisition, discarding
ZPP R	sale
ZPP S	gift
ZPP T	restitution
ZPP TT	repatriation
ZPP U	loss
ZPP W	miscellaneous
ZPP X	dispersal of the collection
ZQ	User services
ZQB	Services to particular types of user
	<u>Divide by</u> Auxiliary Schedule 1A, adding letters B/Y
	following 4
	e.g. ZQB Q children
ZQK	promotion of use, outreach, communication
ZQL	access, conditions of use, e.g. open/closed, free/charged
	<u>see also</u> ZGT Economics of museums
ZQM	information media used
ZQM P	guidebooks and other publications
ZQM R	exhibitions and other special events
ZQM S	interactive exhibitions
ZQM T	guided tours
ZQM TX	in foreign languages
ZQM U	audio, self-guided tours
ZQM V	lectures
ZQM VW	individual
ZQM VX	series
ZQM VZ	for special categories
ZQM Z	enquiry work

ZQP	publicity (by media used)
ZQP N	newspapers and magazines
ZQP R	radio
ZQP T	television
ZQP W	posters
ZQP X	circulars and leaflets
ZQR	retailing
ZQR S	museum shop
ZQR T	catalogues and postcards
ZQR U	reproductions of artefacts
ZQS	educational work in general
ZQS T	schools programmes, use and events
ZQS U	special events
ZQT	research work
ZQU	other services
ZQU C	catering
ZQU H	hygiene, health and safety
ZQV	Users response to museum activities/experiencing museums
ZQV M	criticism and protest
ZQV N	appreciation
ZQV P	prizes
ZQV X	miscellaneous
ZR	Artefacts
ZRA	<u>use for</u> adding subjects listed earlier in the schedule.
	(by origin)
ZRC	naturally occurring
ZRD H	geological
ZRF	botanical
ZRG	zoological
ZRH	human tissue
ZRK	miscellaneous, e.g. used for aboriginal
ZRU	manufactured
ZRU DF	stone
ZRU DK	ceramic
ZRU DL	glass
ZRU DM	metal
ZRU DO	precious metals
ZRU EJ	wood
ZRU EN	paper
ZRU LQ	leather

ZRU Q	textile including clothing
ZRU R	mechanical
ZRU S	electronic
ZRU T	miscellaneous
ZRW	intellectual
ZRW C	architectural
ZRW E	plastic arts: sculpture, glyptics, ceramics
ZRW J	graphic arts: painting, drawing, calligraphy, commercial art
ZRW K	reproductive arts: prints, photographs
ZRW V	performance arts: scores, instruments, artefacts from dance and drama
ZRW W	literary: manuscripts, books
ZRW Y	miscellaneous
ZS	Museum systems

Common Auxiliary 8: Place: do not use 8E section except 8EX for Eire. Use letters for foreign countries, but do not take to smaller units, e.g. cities.

Do not build on classmarks from Building and architecture.

If wish to show a specific curatorship topic in a named museum, which is shown by type + a foreign country, make an Added entry.

Books on the contents or 'treasures' of a named museum go with the subject, e.g. Fine arts, + 6QV.

(parts)

ZSA C	headquarters
ZSA D	branches
ZSA E	departments. divisions, outstations

(by characteristics derived from place)

ZSC	international, global (national)
ZSE	home or favoured country (used for UK)
ZSG	rest of the world (<u>divide like</u> Auxiliary Schedule 2)

(by accessibility)

ZSH	open access
ZSJ	closed access

(by owner)

ZSM	private, independent
ZSN	statutory museums
ZSQ	national museums
ZSR	regional-authority museums
ZSS	local-authority museums

ZSS T	county
ZSS U	city, municipal
ZSS V	smaller units: parish, village
ZSW	free to public, but maintained largely by private funds
ZSX	charged to public
ZTM	company museums
ZTO	learned societies' museums
ZTP	religious bodies' museums <u>divide like</u> Class P
ZU	educational institutions' museums
ZUN	university museums
ZUO	school museums
ZUO MJY	circulating collections for schools
ZUP	miscellaneous
ZUS	Para-museum collections
ZUS T	investment collections
ZUS U	hobby collections e.g. cabinets of curiosities, add period 7E
ZUS W	miscellaneous
ZV	Museums by display environment
ZVW	indoor (usually assumed)
ZVY	open-air (e.g. national parks, nature reserves, ruins)
ZVZ	special environments (use if necessary to specify that the display environment is not what might be expected, e.g. time tunnels, planetaria) <u>Do not</u> further subdivide.
ZW	Museums by subject
	Subdivide by classmarks from the entire Bliss scheme. Some of the likelier concepts are shown in the list below.
ZWA Y	science in general
ZWD	the universe
ZWD H	geology
ZWE	natural history
ZWF	botany
ZWG	zoology
ZWH	medicine

ZWK	humanity and society
ZWK 9W	social anthropology
ZWK NM	childhood
ZWK NV	gender
ZWK QJ	family life
ZWL A	archaeology
ZWL B	history
ZWM	European history
ZWP	religion
ZWU	technology
ZWU A	agriculture
ZWU E	engineering
ZWU O	transport
ZWU S	war/military science
ZWU X	communication
ZWV	sport and recreation
ZWW	the arts
ZWW C	architecture
ZWW E	plastic arts: sculpture, glyptics, ceramics ...
ZWW J	graphic arts: painting, drawing, calligraphy ...
ZWW K	reproductive arts: prints, photography ...
ZWW Y	performance arts: music, dance, drama ...
ZWX L	literature