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Structure of the Main Entry in an Advance Documentation List.
(Teaching in library science. 5).

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This is a report of two lessons in DRTC, extending over three hours. Discusses the relevant items of information to be given in an entry in an advance documentation list, when the referred-to document is an article in a periodical. Defines the 'Locus' and 'Locus Section'. Demonstrates the application of the Canon of Prepotence, Principle of Decreasing Extension, and the Wall-Picture Principle in arriving at a helpful sequence among the items of information in the entry.

CCC=RANCANATHAN (S R). Classified catalogue code. Ed 5. 1964.

1 Introduction

11 ADVANCE DOCUMENTATION LIST

T.—In the previous class on Documentation, we discussed some of the functions and characteristics of an Anticipatory or Advance Documentation List. Let us put down, in the form of a few statements, the results of the discussion:

S5.—(Writes on the blackboard).

1 The advance documentation list is a helpful tool to keep the specialist abreast of the nascent documents on the subjects of interest to him at the moment;

2 It helps to bridge the time interval between the publication of an article and the inclusion of an abstract for it in an

abstracting service; or the inclusion of a reference to it in an indexing periodical.

3 The function of the advance documentation list is to reduce to a minimum, the time taken by the specialist to scan the documents in periodicals etc, in order to select such of those pertinent to his interest at the moment;

4 This is efficiently done if the Main Entries for the documents referred to in the list are minutely classified and arranged by the class numbers with necessary and sufficient number of Feature Headings;

5 There should be an alphabetical index to the classified part; and

6 The advance documentation list should be produced regularly, preferably at intervals of not more than one week between two consecutive issues.

2 Scope of the Discussion

T.—With these propositions before us, the next step is to determine the

1 Items of information to be included in an entry in a documentation list when the referred-to document is an article in a periodical; and

2 Sequence in which the items of information are to be given in the entry.

Let us first discuss the items of information to be included in the entry. We shall also agree to use the terminology given in CC and CCC. Who will initiate the discussion?

3 Locus Section only

S2.—If it is granted that the class number of the document is coextensive with its thought content, then the entry for the referred-to document need only to indicate where the document occurs.

S3.—It would mean that the entry will consist of the serial number and the Locus Section only.

S1.—If we accept this proposition, it will considerably speed up the production of the documentation list. We can make a nearer approach to satisfy the condition of expeditious service. We shall be omitting, on an average, two lines per entry. In a weekly documentation list of 200 entries, it will save, at least the typing of 400 lines. For, in the conventional structure of the entry the name(s) of author(s), title of the article, and name of series, if any, take at least two lines per entry.

31 LAW OF PARSIMONY

S6.—It would also mean considerable saving of space, and more number of entries can be typed per page. From the point of view of the reader, it would help him to scan a larger number of entries in a given time as compared to what may be possible if the entry is of the conventional kind giving the name of author(s), title of the article etc.

T.—Let us put on the Blackboard an illustration of the documentation list structured as suggested by you now.

D9J265 Water tube boiler

D9J265,ZE-9Z2 High pressure, Dual circulation

- 1 Engineering. 202; 1965; 1020-5.
- 2 Engin and boil house rev. 83; 1965; 389-95.
- 3 J, Inst Fuel. 38; 1965; 145-50.
- 4 Power and work engin. 60; 1965 Nov; 24-30.
- 5 Steam and heat engin. 35; 1965 Nov; 115-20.

D9J265,ZR50 Water tube boiler, 50,000-lb per hour.

- 6 Engin and boil house rev. 83; 1965; 25-7.
- 7 Steam and heat engin. 35; 1965 Nov; 50-6

S4.—This is not the conventional way of making entries in a documentation list. It looks so odd.

T.—But that cannot be an argument for not rethinking about the choice and rendering of the elements in an entry in an advance documentation list. Sometimes we get used or habituated to do a certain thing in a particular way on the basis of previous practice in a similar kind of work. We would not have even sensed that the context has changed at least in some respects. When we sense that the context has changed, we should think over what we have been doing, particularly if the result of the existing practice has not been fully satisfactory. We should also try to develop more efficient ways of doing things.

4 Helpfulness to the User

S5.—Although with the proposed structure of the entry there is economy of effort, time etc from the angle of the library staff in preparing the documentation list, we should also look at the result from the angle of the reader who is to use the list to achieve a certain specific purpose. The effort on the part of the library staff should be so maximised such that there is minimum of effort on the part of the reader in achieving the specific purpose—in this case, spotting out in the documentation list just those entries for documents which would meet his needs at the moment.

T.—Generalising S5's statement, it would mean that in library practice, economy at the input stage should not be at the expense of economy at the output stage. Our primary aim is to help the reader at the output end and not *merely* look for economy of effort etc, on the part of the library staff in making the documentation list—that is, at the input end. After we achieve the primary purpose within the limits of reasonable cost, then we should make efforts to increase the efficiency by reducing the cost at the input stage.

41 MINORITY—APPROACH

S7.—An implication of this in the context of the present discussion would be that although Proposition 4 implies that minute classification gives co-extensive class number for the thought content of a document and thereby efficiently satisfies

the approach of the majority of the readers—that is, the subject approach—there may still be certain items of information which will help the reader further in the selection of articles for perusal, these elements not being covered by the class number. Further, there may also be a minority group of readers who may make approaches other than a subject approach. We cannot completely ignore them, we should make some provision to meet these different approaches also.

42 INFORMATION NOT GIVEN BY CLASS NUMBER

T.—This would mean that these items of information should be brought into the entry since they are not covered by the class number and consequently not indicated in the Feature Headings either. Can you enumerate some of these elements?

S7.—The standard of presentation, or the kind of treatment—that is, whether it is of the elementary type, or a popular write up, or a review, or a trend report, is not usually indicated by the class number.

T.—Can you give some examples?

S7.—

Brief history of shell boiler design

Advances in boiler design

Packaged boiler review

Promise and threat of Science to India

University libraries in India: Problems and perspectives

Trends in Indian planning.

42 TITLE OF DOCUMENT

T.—Now in which part of the document you find the terms which may indicate the standard of presentation, kind of treatment, etc.

S8.—The title of the document.

43 NAME OF AUTHOR

S6.—Sometimes, the name of an author can indicate to a specialist in the field, the standard or the kind of presentation

or treatment of the subject in a document. Further, one of the minority approaches is by the name of the author. For instance, a reader may be regularly following the work of a particular specialist or a group of research workers in a subject.

[S7.—It has been the experience in our library that the social scientist often looks for the writings of a particular author(s). The name of the author may give him some idea about the standard and reliability of the information presented in the document.

44 NAME OF SERIES

S4.—In recent years it has also been noted that the number of articles published in series has also increased and certain workers are interested in following the articles in a particular series. The information on the inclusion of an article in a particular series will not be indicated by the class number. Therefore, this item of information should also be brought into the entry.

T.—Taking all these into consideration, the implication is that even after providing class numbers apparently co-extensive with the thought content of each of the documents included in a documentation list, the possibilities of reducing the range of search for relevant documents by the reader are not completely exhausted. A further approach by the kind of presentation, or standard, by name of author, by name of series etc, has also to be provided for.

S1.—In the context that nowadays there are a large number of scientists working even in a narrow subject field, is the author approach to be encouraged? For, a young scientist may do excellent work and write good articles in his own speciality, even though his name might not have become popular.

T.—Are we concerned here with the question whether the approach by the name of the author is to be encouraged or not? Our concern is that, because we find readers do approach by the name of the author(s), we should devise ways and means to satisfy such an approach so that they may get their respective documents without much difficulty.

66 INADEQUACY of LOCUS SECTION ALONE

S2.—The items of information given in the Locus Section can also indicate the standard of the article, etc.

S5.—Now, the Locus Section consists of the title of the Host Periodical, the number of the volume, year of publication, and pages. Apart from the title of the Host Periodical, the rest of the items of information in the Locus Section are of little help in gaining a knowledge about the standard, kind of treatment, etc. The title of the Host Periodical may indicate the kind of treatment of the subject to a limited extent. But we cannot generalise. In some cases it may actually mislead.

S6.—Further, the title of the Host Periodical does not satisfy the approach by the name of the author, nor would it indicate the name of the series!

T.—Therefore, by giving the name of the Host Periodical in the Locus Section we may help the reader to get some idea about the standard of the article; but it is not wise to rely solely on it. Further, the title of the Host Periodical does not help the reader who is interested in the writings of a particular author, nor in regard to those articles included in a series.

S3.—We can also see the inadequacy of giving the Locus Section alone in the entry from another angle. The propositions with which we started do not stipulate that the documentation should be prepared in a particular way. In other words, the propositions are of a general nature. We have, however, to take into consideration also such of the documentation lists wherein minute classification cannot be done to the fullest extent desirable.

T.—Can you explain it further with an example?

S3.—The organisation for the preparation of a documentation list may be such that the original articles may not be available, but only, perhaps, the titles of the documents. The thought content of a document will then have to be analysed and, perhaps, guessed in some cases and classified on the basis of the information

available in the title. For example, the documents included in the *Insdoc list* have to be classified largely on the basis of the titles of the documents. Minute classification may not be possible. The classification may have to be broad. If a documentation list has to be prepared in this way, the title of the document, etc. will have a greater role in helping the reader in the further selection of the documents.

T.—Can we, therefore, clinch the issue as follows: Although the Class Number apparently is co-extensive with the thought content of the document, the mention of the name of the author, the title of the article, and the name of the series, in which it is included, helps the reader in the further selection of the documents of interest to him at the moment. Giving the Locust Section alone does not serve this purpose. We have to give the other items of information, to save the precious time of the reader, even though it may mean more effort and a higher cost of production of the documentation list.

S2.—This is, perhaps, an important point for consideration. It will, however, be helpful if a survey is made on the saving involved in omitting the name of the author, the title of the article, and the name of the series, and the extent of saving in the time of the reader, if these are given.

T.—Yes, it may help. However, we have also to bear in mind that it is not the mere time element involved, but also the mental difficulties that the reader may experience if these items of information are omitted from an entry. We can actually run a documentation list structured in such a way that only the Locust Section is given under the ultimate Class Numbers. There will certainly be a kind of reaction on the part of the readers to this rather unconventional form of entry. It is worthwhile even studying this reaction on the part of the reader. A few years ago, the well-known weekly medical periodical *Lancet* announced that it will omit the bibliographical references given at the end of the articles published in it, on the ground that the references took an appreciable proportion of the space in the periodical and thus increased the cost of production. It actually carried

not its decision. Immediately followed a spate of letters to the editor requesting that the bibliographical references be given.

47 ITEMS OF INFORMATION

If it is agreed, that we should have in an entry:

- 1 The title of the article;
- 2 The name(s) of the author(s);
- 3 The name of the series; and
- 4 The Locus Section.

Then, we now have to decide the sequence of these items of information in the entry.

5 Sequence of the Items of Information

S1.—I prefer the sequence given above.

S3.—I would prefer the interchange of items 1 and 2, that is, the name of the author first, and then the title of the article.

S8.—I would suggest the sequence: Name of the author, Name of the series, if any, the title of the article, and then the Locus Section. This is actually the sequence followed in many a documentation list.

T.—This is not a helpful way of arriving at a solution, regarding the sequence. Can you tell me in how many ways the four entities mentioned above can be arranged?

S5.—Factorial 4, that is, in 24 ways.

T.—Even if you feel that some of the sequence can be summarily dismissed as unhelpful, we may have to choose from more than a dozen kinds of sequences. It will, therefore, be more productive if we take a pair of items at a time and decide the sequence on the basis of some relevant principle.

S1-S8.—(Silence for a few minutes.)

T.—Perhaps, you may take on from where you left the argument for the introduction of the name of the author etc into the entry.

S2.—Does it mean that the very principle which we used earlier for putting in the name of author etc, into the entry will give us some clue to start with?

T.—Yes, you may try.

51 SEQUENCE AND HELPFULNESS TO USER

S2.—All the items of information in an entry which help the reader in the selection of all the relevant documents for his perusal, should be put first.

T.—What does it imply?

S2.—That is, these items of information should be brought to the notice of the reader first, and then should come the elements which give information on the occurrence of the article.

T.—That is a helpful suggestion. We shall then have the position of one of the groups of elements settled—the *Locus Section* comes last. That leaves three items of information among which the sequence is to be decided. In how many ways can these three items be arranged?

S4.—Factorial 3, that is, 6 ways.

T.—You will thus note that if you decide the position of just one item, the choice is reduced from 24 to 6. This is a great gain.

S8.—Under the ultimate Class Number, in each group of entries, the entries have to be arranged in some helpful sequence. In the classified part of a catalogue, when the Call Numbers are the same for several entries, we arrange the entries by the entry element in the Heading Section. A similar procedure is applicable for arranging the entries in a documentation list also.

52 SERIES NOTE

S4.—It is a common experience that not all the documents included in a documentation list belong to one series or another. Therefore, the information about a series will be available only for a few entries. It cannot, therefore, be of much help in mechanising the arrangement.

53 SERIES NOTE IN HEADING SECTION

S1.—Also, the other three items of information from which we have to choose, the name of the series will perhaps be the last in the order of preference by the reader in selecting his document or documents for reading. He is likely to look up the name of the author and the title of the article first, and then only the name of the series. He will be concerned with the series only if he is regularly following the articles in a particular series.

T.—Therefore, either in helping the reader in the selection of his documents for perusal, or in mechanising the arrangement of the entries, giving the name of the series in the Heading Section will not be helpful.

You will, however, bear in mind, that we considered here only those documents which have distinctive titles of their own, in addition to the name of the series to which each of them may belong. You will have noted that some articles have only the name of the series, and no separate title of their own. That is the title of the article is also the title of the series. This is not a helpful practice. Standardisation is desirable here.

Now, the claim to be put in the Heading Section is between two items of information only—name(s) of author(s) and the title of the article.

S2.—There are papers with the name of the author given nowhere in it. Although usually the learned articles do mention the name of the author, for certain purposes, the articles without the name of the author have also to be included in the documentation list. Following the cataloguing practice, the Heading Section will be occupied in this case by the title of the article. If it is an editorial, the practice is to put the title of the periodical in the Heading Section. In such cases there is no question of as to what is to occupy the Heading Section.

54 TITLE OF ARTICLE IN HEADING SECTION

S8.—We have seen that if the classification can be done only broadly then the title of the article may help the specialist

to learn more about the thought content of the document as compared to the name of the author. This is in addition to the idea it may give about the standard of presentation, etc.

Further, because of the increase in team research most of the articles on subjects in the natural sciences are now authored by two or more authors. As all the names are to be placed first in the entry, the reader will not be exposed first to that part of the entry which helps him to some extent in knowing more about the thought content of the document.

After the class number the reader should be exposed to the title first.

That is the title should preferably come first and then the name(s) of the author(s).

T.—What about the minutely classified list?

S3.—If a co-extensive class number is possible then the title of the article may indicate in a few cases the standard, etc. The name of author, on the other hand, may indicate to some specialist, in the field, the standard and the kind of treatment of the subject.

T.—Can you say which sequence the reader prefers, the title first or author first?

55 NAME OF AUTHOR IN HEADING SECTION

S4.—This is difficult to decide. However, if we take the totality of references, the names of authors is more frequently referred to than the titles. Even if we take an article, after the subject approach, the name(s) of author(s) is (are) referred to more often than the titles. The name of the author of the work bearing fanciful title is referred to, perhaps, equally often as the title. Therefore the Canon of Prepotence (CCC. Chap BC) will give the sequence "name(s) of author(s), Title of article".

S2.—We may also consider the question from the point of mechanising the arrangement of the entries. We can follow a catalogue code such as the CCC and fix up the entry element if the name of the author is used as the Heading. This will

facilitate the arrangement of the entries and also help in the approach by the name of the author. It may not be so convenient by the words in the title. Also, if the first author is the same for two or more articles in the subject, then these papers will be brought together in successive entries.

S5.—Further, if the author(s) is (are) same in two or more successive entries, the heading for the second and later entries can be replaced by 'dash' (—). This is a saving.

T.—In an entry, in a minutely classified documentation list, you thus find a few extra conveniences in putting the name of the author(s) first and then the title compared to the reverse sequence of title, followed by the name of the author(s). The Canon of Prepotence supports the sequence. We may therefore, generally agree on the following sequence for the items of information in an entry in a minutely classified documentation list:

- 1 Name(s) of author(s);
- 2 Title of article;
- 3 Name of series, if any; and
- 4 Locus Section.

We may assume that the choice and rendering of the elements in 1, 2 and 3 will be taken care of by a catalogue code such as the CCC or a prescribed standard practice such as the Indian Standard for Bibliographical Reference (IS: 2381-1963).

6 Items of Information in Locus Section

T.—Next, we have to decide the necessary and sufficient items of information to be included in the Locus Section.

We should also decide the sequence of the items in the Locus Section. Let us take the two problems one after the other. Even before we take up the question of what is to be included in the Locus Section, let us find out the definition of the Locus Section.

S1.—A definition of the 'Locus' and of the 'Locus Section' in the context of cataloguing is given in CCC. It will be the

most appropriate definition for our purpose, as we are concerned with the preparation of an entry.

61 DEFINITION

T.—Let us have the definitions of these terms from CCC.

S1.—(Reads from CCC).

“Sec FE6, Locus.—The Host Document in which a micro-document occurs and its exact position within it.”

T.—And what is the Locus Section?

S1.—(Reads from CCC).

“Sec FQ32, Locus Section.—

(1) Section of the Main Entry giving the Locus of a micro-document in its Host Document.” (The other two definitions in this section are not relevant for our purpose.)

T.—In the second definition, the word Locus occurs. Substitute in its place the definition of Locus given in Sec FE6 of CCC, and let us see the result.

S4.—The definition of the Locus Section will read as follows:—

“Section in the Main Entry giving the Host Document in which a micro-document occurs and its exact position within it of a micro-document in its Host Document”.

S2.—That does not read well at all. In fact, it appears to be confusing.

T.—What may be the reason for the confusion?

S5.—It would appear that in the definition for the Locus given in Sec FQ32 of CCC, the term ‘Locus’ means the place of occurrence of the micro-document in the Host Document. On the other hand, in the definition for Locus in Sec FE6 of CCC, the term ‘Locus’ covers both the Host Document as well as the place of occurrence of the micro-document in it.

T.—In other words, the same term is apparently used in two different senses. This gives rise to a homonym. We have to resolve the homonym. Do you have any suggestion?

S7.—Perhaps, the term *Locus* may be confined to mean only the place of occurrence of the micro-document in the Host Document.

T.—That is a useful suggestion. What we now need is a term to indicate the Host Document plus the *Locus*. The term *Host Section* has been recommended to the Indian Standards Institution. You may also think out other terms.

Now, we come to the problems we started with. The first one is to decide what all items of information should be included in the *Locus Section*.

The position in the entry to which you have allocated the *Locus Section* implies that the potency of indicating to the user of the documentation list the subject-content, the style and standard of writing etc, is practically negligible when he comes to the *Locus Section*. By implication its primary function is to indicate and identify the place of occurrence of the document. What are the items of information required for this purpose?

S5.—We require the name of the (1) Host Periodical, (2) its volume number, (3) date of publication, (4) number of the issue, and (5) pagination.

62 DATE OF PUBLICATION

S4.—I agree with 1, 2, 4 and 5. But it is very difficult to find out the 'date of publication' of an issue of a periodical. This may not be given anywhere in the issue.

S6.—There may not be need for mention in the *Locus* the actual "date of publication" of an issue.

T.—Apparently there is a homonym in the use of the term "date of publication". What have you understood by the term "date of publication"?

S4.—The date on which a periodical was actually released by the publisher.

S6.—I also thought it that way.

S8.—But, normally the 'date of publication' means the date—which may be just the year, or the month and the year, or the date, the month, and the year—given in the title page and/or cover page of the periodical.

T.—That is, when we say 'December 1965 issue' of a periodical, we mean that on the title page or the cover page of the periodical, it is indicated that it was scheduled for publication in December 1965. It may actually have been released by the publisher some time later than December 1965 or in a few cases even earlier than December 1965.

S6.—A few periodicals mention both the dates. Which one shall we take as the 'date of publication' for including in the Locus Section?

S2.—If both the dates are given it is a clue to the recency of the thought content of the articles included in it.

T.—Which date—the actual date of release of the issue or the date scheduled for publication—is the clue to the recency of the thought content?

S7.—If the date of actual release is earlier than the scheduled date of publication, then the former is the clue. If the actual date of issue is later than the date scheduled for publication then it is difficult to say which one is the clue. Because the reason for the delay in publication of an issue may be that there was not sufficient number of articles to make up the issue, or there might have been some delay in the press, etc. Some periodicals include in an issue even articles received later than the scheduled date of publication of that issue. On the other hand, if the delay is in the press, then the articles that are included in an issue may be those received earlier to the scheduled date of publication and, therefore, much earlier to the date of actual release of the issue.

T.—Would the documentalist initiate an investigation or sit over in judgement on these dates in deciding about the date of publication to be mentioned in the Locus Section of the entry for document? Which one is the date about which you can be sure?

S2.—The date given on the title page or the cover page of the issue.

T.—We have already mentioned that only in the case of a few periodicals that both the dates are given. For the majority of the cases you will find only the date scheduled for publication of the issue is given. Therefore, the safest course for the documentalist is to follow the Canon of Ascertainability consistently and take the date given on the title page of the issue of the periodical as the date of publication of that issue. You will also see that this also is a more convenient procedure in this case.

S3.—However, the homonym is still there in respect of the connotation of the term "date of publication" unless we specifically indicate the dates as we have just now mentioned.

T.—Normally, a special term for use by specialists in a discipline is taken from a group of popular terms and then defined and given a specific meaning for their use. In a few cases, however, we find that the specialists also extensively use the popular term. In such a case, we may continue to use that term until perhaps there occurs a crisis and a special term is coined. The term 'date of publication' is, perhaps, one such term. It is a term-of-art. You will also note that when we say date of publication, it may be only year, or it may connote the month and the year, or even the date, the month and the year. Which one it is will be evident from the context?

Now, we have the following items of information suggested for inclusion in the Locus Section:—

- 1 Title of the Host Periodical;
- 2 Volume Number;
- 3 Date of publication;

4 Number of the issue; and

5 Pagination.

Are all these items of information necessary and sufficient for the purpose for which they are given in the Locus Section ?

63 ISSUE NUMBER

S3.—In an advance documentation list I do not think mention of the issue number or the date and the month is necessary in all cases. We may find them necessary only if the pagination in consecutive issues of a periodical is not continuous. In such a case mention of the issue number and the date or the date and the month of the specific issue is a help to the reader to pick out the particular issue without having to check as to in which issue of a volume the particular page referred to occurs. In all other cases mention of all these items of information in the Locus Section is a violation of the Law of Parsimony.

S8.—I do not think that the effort is all a waste. Most of the technical periodicals received in Indian libraries come from abroad. In the case of weeklies and fortnightlies, it is often found that the publisher mails two or three issues of a periodical together in one packet. All these issues will naturally be covered in one issue of the local documentation list. On the display rack all the issues received at one time may be put up. The search by the reader for a particular article selected out of the documentation list will be made easy if the number of the issue is given. Otherwise he may have to check up more than one issue.

S6.—This appears to be a problem largely pertaining to weeklies and fortnightlies, but not with those periodicals issued at less frequent intervals. Further, it appears to be a problem peculiar to Indian libraries or libraries which have to get these weeklies and fortnightlies from far off countries. For instance, in the case of a weekly issued in the United States, a library in the United States will get the successive issues at regular intervals of one week and not two or three issues at a time.

T.—The implications of S6's statements will be that

1 If we are prescribing a general standard for the Locus Section, the issue number and the date and/or month of the issue as the case may be, need not be given, except when the pagination is not continuous in the consecutive issues of a volume of a periodical; and

2 The particular problem raised by S8 is to be treated as a local problem and a variant practice can be adopted in the individual library wherever warranted.

Under which principle can this be done?

S6.—The Principle of Local Variation.

T.—Any further additions or deletions to the list of items of information to be given in the Locus Section?

S1-S8.—(No comments).

7 Application of Principles

71 CANON OF PREPOTENCE

T.—Then, the next question is to decide the sequence between the items. How will you go about it? Is there any principle relevant and helpful for the purpose?

S1.—In cataloguing, the sequence of the elements in the main entry is decided by the Canon of Prepotence. This can help us in the present discussions also.

T.—Yes, you may try. What is the Canon of Prepotence?

S2.—(Reads out from CCC).

“Sec BC0: Canon of Prepotence.—The Principle that

1 The Potency to decide the position of an entry among the various entries in a catalogue should, if possible, be concentrated totally in the Heading Section, and even there;

2 It should be concentrated, as much as possible, in the entry element; and further

3 If total concentration in the Heading Section is not possible, the minimum possible potency should be allowed to overflow beyond it to later sections; and

4 Even this spill-over should be distributed in the later sections in a decreasing sequence of intensity."

T.—Among the three items of information we have on hand for discussion, the sequence should be such that the potency should be mainly concentrated in the first item and, if there is any spill-over of potency, it should be distributed in the later items in a decreasing sequence of intensity.

From the Canon of Prepotence we deduce a statistical principle for our guidance in the choice of the entry element in a multiworded term to be used as heading. What is that principle?

S3.—(Reads from CCC).

"Sec BC 2 Para 2: The entry element should be chosen from among that group of words, occurring in a multiworded term chosen for use as heading, that is more numerous than the groups of the other words occurring in it."

T.—Try to apply this principle to the three elements we have for consideration, taking a pair of them at a time.

S3.—I shall take the pair "Title of the Host Periodical" and "Volume Number". Taking the totality of references or citations, the reference to the name of a particular periodical will occur more number of times than the reference to a particular volume of it. Therefore, the sequence between the two items of information will be: Title of Host Periodical, Volume Number.

2 PRINCIPLE OF DECREASING EXTENSION

T.—We can also look at it in another way. A given volume number can apply to several periodicals. For example, if you must say 'Volume 25' it can apply to all the periodicals in the world which have completed 25 volumes or more. We can reduce this extension of the applicability by placing the title of the Host

Periodical before the volume number. It would thus mean the twenty-fifth volume of a particular periodical only.

73 WALL-PICTURE PRINCIPLE

S5.—Perhaps, the Wall-Picture Principle can also be applied.

T.—Let us see the result.

S5.—Unless the concept behind the 'Host Periodical' is conceded, the concept behind a 'Volume' of it cannot become operative. Therefore, the sequence is: Title of Host Periodical, Volume Number.

T.—You will note that although the Wall-Picture Principle is a principle we normally use in classification for the purpose of arriving at a helpful sequence among Facets and also among Quasi Isolates, its application gives helpful results in other situations also. The Wall-Picture Principle is a deeper and a general principle applicable in several areas in library science.

You have also noted that all the three approaches we made give the same sequence between the elements 'Title of Host Periodical' and 'Volume Number'.

We may consider the other elements in the Locus Section.

S4.—Let me take the pair 'Volume Number' and 'Pagination'. Taking the totality of references or citations to a periodical, the reference to a particular volume will occur more number of times than the references to a particular page(s) of it. Therefore, the sequence between the elements will be 'Volume Number', 'Pagination'.

T.—Let us also make the second approach we made earlier.

S4.—A given page, say page 75, can apply to more than one volume of a periodical. We have to reduce the extension by placing the volume number earlier to the page number.

T.—Perhaps, the idea of 'reduction of extension of applicability' will be more conveniently envisaged if we take some quantitative figures. Let us assume, for convenience that there are 1,000 periodicals. Let us also assume that each of the

periodicals have each completed over from volume 1 to 25. Further, let us also assume that within each of the volumes the pagination is continuous.

Then, if the reference is to volume 25, how many such volume 25s can there be among the periodicals?

S6.—1,000, as by assumption 2, there are 1,000 periodicals.

T.—If the reference is to pages 10 to 15, how many times pages 10 to 15 can occur among the volumes, assuming that each of the volumes contained more than 15 pages?

S8.—Pages 10 to 15 can occur 1000×25 times.

S4.—We can reduce the extension of applicability of the page number by placing the particular Volume Number—say volume 25, before the Page Number. It would then mean pages 10 to 15 of the twenty-fifth volume only.

S7.—The Wall-Picture Principle should also give the same result: Unless the concept behind the Volume Number is conceded, the concept behind a particular page in it cannot become operative. Therefore, the sequence is 'Volume Number, Pagination'.

T.—If we consider the Volume as the whole universe, the page can be taken to be an organ of it. Then the application of the Whole-Organ Principle will also lead to the same result.

S1.—If there is the abnormality of issues of a Volume being not continuously paged, we can now easily decide the position, in which the Issue Number should come among the other items of information.

Considering the totality of references to a periodical there will be more number of references to a volume of it than to a particular issue of that volume. Therefore, the sequence is Volume Number, Issue Number.

According to the second method, a given Issue Number—say Issue Number 1 may apply to more than one volume of a periodical. We can reduce the extension of the implication of

statement by placing the particular volume number before the Issue Number. Then it would be Issue Number of that volume.

T.—We shall put down the sequence of the items decided so far:

- 1 Title of the Host Periodical;
- 2 Volume Number; and
- 3 Pagination.

You have already agreed that the need for mention of the Issue Number and date and/or month of the issue arises only if there is abnormality in the pagination in the consecutive issues of a periodical. We can discuss the abnormal cases later, although you have already been able to fix up the position of the Issue Number. We have to fix up the position of the Date of Publication. First, let us consider whether the mention of the year is necessary at all for the purpose of identification of the document referred to.

S7.—We have noted that in the case of certain periodicals no volume number is given and not even any issue number but only the year number. In such a case we have to mention the year of the volume. The year will take the position of the Volume Number.

3 Volume Number and Year

T.—If both the year and the volume number are given, is it necessary to mention both? If it is not necessary to mention both, which one will you mention in the Locus Section?

S5.—For the purpose of identification of a document, the volume number of the periodical in which it is located is the most convenient. For, it is pinpointed. Very often there are more than one volume for a periodical in a year. If we mention the year alone, it does not fix up the particular volume. Incidentally, the Law of Parsimony will be satisfied, if the Volume Number alone is given.

S2.—The conventional practice is to mention both the volume number and also its year. There may, perhaps, be some use for it other than the identification of the Host Document.

T.—Can you think of any other use of the information about the year to the reader?

S6.—Often, when a reader comes across a bibliographical reference in a document, he may like to know how recent or how old is the document referred to. This purpose can be served only if the year of publication is mentioned.

T.—This is an important consideration. The purpose here is a kind of 'evaluatory' purpose. However, we should bear in mind that this question may not arise very much in respect of the advance documentation list. For, such a list is expected to include only nascent documents. Of course, even among the documents covered by an advance documentation list there may be articles from periodicals published sometimes six months or even one year after the scheduled date of publication of the periodical concerned.

Can you think of any other use?

S3.—Mention of the year of publication will be of help in cross-checking the volume number. If, for instance, in writing, typing, or printing, the bibliographical references, the number of the volume, is wrongly given, the reader will be misdirected. If the volume number alone is given, then the reader will have considerable difficulty in tracing the correct reference. If the year is given along with the volume number, and assuming that the year at least is correctly given, the reader is very likely to check the volume number of the periodical bearing the year and thereby he may be helped to get his document. Similarly for all other cross-checking of the volume number, it is helpful to mention the year in addition to the number of the volume. For, the error in writing, typing, or printing of the volume number is not a rare phenomenon.

T.—We have to give weightage to S3's argument also. Because, by giving the year in addition to the Volume Number we are helping the reader.

Now, we have to find the position for the 'Year' among the other items of information whose sequence we have already fixed.

In how many places can it be accommodated among the three items?

S5.—In four places—two interpolations and two extrapolations.

T.—In fixing the position for the year, we should aim at arriving at the result in the shortest number of steps possible.

S4.—But we can take only two of the items at a time in applying the Canon of Prepotence. Therefore, unless we pick out a particular item of information among the three, and pit it against the Year such that we get a decisive result in one stroke, several steps may be involved. Choosing such an item from the list is difficult.

T.—Would you toss a coin and take the chance or would you have some guiding principle? Even if there is no specific guiding principle, experience in dealing with a similar situation would give you the needed flair such that the work can be accomplished in a fewer number of steps than would be necessary if you proceed blindly. The quantum of work involved would be much more pronounced if the number of items, among which the position of the new entity is to be fixed, is large.

S2.—If we have a number of entities, we may pit the new entity against the entity falling somewhere in the middle of the list. For instance, if there are ten entities already arranged and a new entity is to be accommodated, we may pit the new entity against the sixth entity or the fifth entity. If we find that according to the Canon of Prepotence, the new entity is less potent than the fourth entity, we will then pit it against the fifth entity. If it is more potent than the fifth entity, we will fix its position between the fourth and the fifth entities. If it is less potent than the fifth entity, we will try to pit it against the sixth entity and so on. Thus we go upwards or downwards at the most five or six steps.

T.—But in that method there is no possibility of an unequivocal decision in just one step. At least two steps, if not more, will be involved.

S5.—We may start at one end of the list of the items. While the probability is there that we will have to go through the entire

list, there is also 50 percent chance of an unequivocal decision being got in one step.

S1.—But the problem is to decide which end to start with such that there is a greater chance of a decision being arrived at in one step.

S5.—Some clue as to which entity we should pit against the new entity can be got by examining as to what kind of entity is to be interpolated and see as to which one among the already arranged entities has the greatest relation. This, of course, we can get only after some experience with the various entities involved. The incidence of flair can be slowly reduced and a guiding principle can be enunciated.

T.—Can you give an example?

S5.—For instance, in our present discussion the Year appears to have closest relation to the Volume number. Therefore, we can pit the two against each other.

S8.—We can apply the Wall-Picture Principle as we have done earlier.

T.—You may try.

S8.—Unless the concept behind the year is conceded the concept behind.....(It does not seem to be applicable).

T.—The possibility is that either a more delicate application of the Wall-Picture Principle is necessary, or the kind of relation on the basis of which the sequence between the two entities can be decided by applying the Wall-Picture Principle does not exist between the two entities you have on hand.

S7.—Since the Canon of Prepotence is the principle that is applied in cataloguing and as it has given us helpful results so far in our discussions, we shall apply it here also.

T.—Then apply the Canon of Prepotence to decide the sequence between Volume Number and the Year.

S7.—Taking the totality of references or citations there will be more number of references to the Volume Number.....

The number of references to Volume Number will be the same as the number of references to the year if we take it that for each periodical we have one volume per year.

T.—Here your experience with periodicals count. What is your experience?

S8.—In a year there may be more than one volume for a periodical. A volume of a periodical can extend beyond one year. But, cases of the first kind are more numerous than cases of the second kind. Therefore, references to the volume number of a periodical will be more numerous than references to year. Hence, the sequence will be Volume Number, Year.

S1.—We can also try the Canon of Decreasing Extension. If we mention a particular year, it may be applicable to more than one volume of a periodical. We reduce the extension of the applicability of the concept 'Year' by placing the Volume Number before it.

T.—Thus, on the basis of several principles, we get the sequence of the elements of information to be given in the Locus Section in an entry for an article in an advance documentation list as

- 1 Title of the Host Periodical
- 2 Number of the Volume
- 3 Year of publication
- 4 Pagination

We have three more issues to discuss:

1 The position of the Issue Number. (You have incidentally done this earlier.)

2 The need for mention of the day and/or month,

21 The position of the day and/or month, if the mention of these become necessary,

3 The punctuation marks to be used for connecting the various parts of the Locus Section.

These we shall deal with one by one in subsequent sessions.