

Library and Archival Resources F 630

BACKGROUND: Works on library and archival resources (designated in subject heading practice by the headings **Library resources** and **Archival resources**, and the subdivisions **–Library resources** and **–Archival resources**) are works that describe the resources of a single library or archival collection or various library or archival collections as a group. The collections may or may not have topical orientation. Such works describe the distinctive features of these collections, the forms of the material in them, and the various topics represented. They should not be confused with the following kinds of publications:

- Bibliographies, library catalogs, union lists, etc. Although library and archival resource works may discuss certain key works, they do not list the works of the collection.
- Archival inventories, described in F 495.
- Works on special collections (designated by headings of the type **Libraries—Special collections—[topic or form]**). Resource works do not offer information on how to set up and maintain a special collection.
- Directories of special libraries or archives. The focus of resource works is on the research opportunities offered by particular collections. Special library directories provide more general information relating to the entire institution, including perhaps addresses, personnel, projects, collections, publications, etc.

This instruction sheet provides guidance in the classification of works on library and archival resources.

1. Resources of one library or archive.

a. Without topical orientation. Class with the particular library in Z733+ or with the particular archive in CD.

b. With topical orientation. Class with the topic in national or subject bibliography in Z1201+.

F 630 Library and Archival Resources

2. Resources of more than one library or archive.

a. Without topical orientation. Class with the region in which the group of libraries or archives discussed is located in Z729+ or in CD.

b. With topical orientation. Class with the topic in national or subject bibliography in Z1201+.

3. Works on the organization and resources of one library or archive. Class works that discuss both the organization *and* particular resources of a single library collection with the topic in Z688.

4. Directories of multiple libraries or archives, with information on their resources. Class directories that list both the libraries or archives devoted to a special topic *and* provide significant information on collection resources with the particular category of library or archive in Z675 or in CD.