BACKGROUND: *In 1982, the decision was made to add the publication date to the call number of all monographic works.   Prior to that date, several formal and informal memos were used as guidelines to determine if a date was needed in the call number.   This instruction sheet provides guidelines on adding the date to the call number for monographic works.*

DEFINITION: *Publication date refers to the date coded in field 264, second indicator 1, subfield $c. Use the publication date to determine the date in the call number unless instructions to the contrary are provided below.*

1. General rule. Apply the following principles to determine the date to be included in the call number.

> ***a. Date of publication present.*** Add the date of publication to all monographs.

Examples:

2012	*use* 2012
MMX	*use* 2010
[2011]	*use* 2011
[2008?]	*use* 2008
[1995 or 1996]	*use* 1995
1980-2013	*use* 1980
MMI-MMII	*use* 2001
MCMXCI-2010	*use* 1991
1980-[2013]	*use* 1980
[1965]-2005	*use* 1965
[1965-2005]	*use* 1965
[not before March 1, 1800]	*use* 1800
[not after April 23, 1700]	*use* 1700
[between May 1,1801 and May 2, 1805]	*use* 1801
[between 1700 and 1799]	*use* 1700z *[if corporate body, use 1700]*
[between 1700 and 1799?]	*use* 1700z *[if corporate body, use 1700]*
[between 1990 and 1999]	*use* 1990z *[if corporate body, use 1990]*
[between 1990 and 1999?]	*use* 1990z *[if corporate body, use 1990]*
[between 1950 and 2012?]	*use* 1950z *[if corporate body, use 1950]*

> *Note: For examples of dates used in AACR2 cataloging, see section 5 below.*

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1. General rule. *(Continued)*

b.   Date of publication not identified. If the date of publication is not identified, then use the date of distribution, manufacture, or copyright.   *Example:*

```
264 #1 $a [Rouiba?] : $b Editions ANEP, $c [date of publication not
        identified]
264 #3 $a Rouiba : $b ANEP, $c 2010.
```

use 2010

c. Date of publication incorrect. If the date of publication recorded is incorrect, use the correct date if given. *Example:*

```
264 #1 $a Mars : $b ACME Publishing, $c 3033.
500 ## $a Actually published in 2013.
```

use 2013

2. Special situations.

a.   Congress or conference headings.   If a work is entered under the name of a congress or conference and the year appears in the access point, use the date.   If a year is not present, use the publication date (cf. G 230).   *Example:*

```
111 2# $a International Congress of Navigation $n (25th : 1981 : $c
        Edinburgh, Scotland)
```

use 1981

b.   Multiparts.   Add the date of publication of the first/earliest part (i.e., the earliest date found in either the 264 field or the 362 1# field) to the call number, unless the new multipart item is in a larger multipart item/monographic series classed as a collection. (See the ILS supplement, Workflow #4 for details.)   Upon receipt of additional volumes, it may be discovered that the date used in the call number is not the earliest date. Although earlier policy was to reclass to reflect the earlier date, it is no longer necessary to do this.

2. Special situations. (Continued)

    c.   Photocopy or facsimile editions. If the work is cataloged as a facsimile or photocopy, add the date of the original edition and the work letter **a**.

    d. Other editions.   For later editions of the same work, use the publication date.   If another edition is received with the same publication date, use work letters starting with **b**. *Examples:*

> .I33 1982
> .I33 1982b
> .I33 1982c, etc.

    e. Corporate authorship. For works entered under a corporate body, use the publication date.   If another work by the same corporate body is received, use work letters starting with **b** (cf. G 220).   *Examples:*

> .R37 1981
> .R37 1981b
> .R37 1981c, etc.

> *Note: Until 2013 if additional works by the same corporate body were received, they were assigned work letters starting with **a**.*

    f. Printing dates in the note area.   Disregard the printing dates in the note area and use the publication date.   *Example:*

```
260 $c [1982-<1984>
500 $a Vol. 1: 1983 printing; vol. 2: 1984 printing.
```

>   *use* 1982

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2. Special situations. *(Continued)*

g.   Date added to preferred title. When a work is entered under its preferred title and there is a date in the authorized access point, use the publication date in the call number. *Example:*

```
130 0# $a Census of wholesale trade (1977)
264 1# $a [Washington, D.C.] : $b  U.S. Dept. of Commerce,
           Bureau of the Census $c [1981]
```

use 1981

3. Classes arranged by date and subarranged by main entry or other element. If a class is subarranged by date and other elements, add the publication date to the number.   Follow this instruction even if a date appears as part of the classification number.   *Examples:*

In the classification schedule:

<div align="center">

Olympic games. (Modern revivals)

GV722   Individual contests.   By year

Subarrange by author
</div>

In the shelflist:

```
050 00 $a GV722 1952 $b .W4 1981
```

In the classification schedule:

<div align="center">

King James, Authorized version (1611)

BS185   Texts.   By date

Subarrange by place of publication
</div>

In the shelflist:

```
050 00 $a BS185 1984 $b .N37 1984
```

3. Classes arranged by date and subarranged by main entry or other element.

Examples (Continued)

In the classification schedule:

	Earthquakes
HV600	By date of occurrence
	Subarrange by place, A-Z, and by author, A-Z

In the shelflist:

```
050 00 $a HV600 2001 .E47 $b U55 2001
```

4. Exceptions to adding a date.

a. Supplement and indexes. Do not add a date to the call number after the designations **Suppl.** or **Index**. *Examples:*

.C64 1977
.C64 1977 Suppl.
.C64 1977 Suppl. 2

.C64 1977
.C64 1977 Index
.C64 1977 Index 2

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4.   *Exceptions to adding a date.*   *(Continued)*

   b. Classes subarranged by date only. If a work is classed in an area that is subarranged by date only, do not add another date to the call number.   Instead, add a work letter starting with **b** to the date.   *Example:*

   In the classification schedule:

                                         Tennyson, Alfred Lord
   PR5551   Selected works.   By date

   In the shelflist:

```
050 00 $a PR5551 $b 1968
050 00 $a PR5551 $b 1968b
```

   c. Updating loose-leaf materials. Do not add a date to call numbers for loose-leaf services that are cataloged as such, with "loose-leaf'" in subfield $a of the 300 field of the bibliographic record, and continuously kept up to date.   (Not all publications with holes punched in pages are "updating loose-leafs."   The term "loose-leaf" appearing with an ISBN is not sufficient indication that the publication is an "updating loose-leaf.")

   Note: Although this rule applies to all classes, the vast majority of such publications are in Class K.

4.   Exceptions to adding a date.   (Continued)

> *d. Legal publications in which the final Cutter is selected from a span based on dates.*
> For legal publications in which the final Cutter is selected from a span based on dates, the
> date is "built in" to the final Cutter and the further addition of a numerical date is
> superfluous.
>
>> For example, in Table KFA-KFZ 30.A2-29, the instruction is to subarrange
>> chronologically.   The choice of Cutter in the span .A2-29 is based on the date of
>> the publication, and the further addition of a numerical date is unnecessary.
>>
>> ```
>> 050 00 $a KFV2430 1950 $b .A243
>> ```
>>
>> *Note: In the rare cases where it is necessary to distinguish between different
>> editions of these types of publications, use successive Cutter numbers.*

5. Historical information.   Until the adoption of RDA in 2013, the publication date was added
to the call numbers of monographs by using the following principles.

1976?	*use* 1976
ca. 1976	*use* 1976
1981, cl980	*use* 1981
1971, cl972	*use* 1972
1979 [i.e.1978]	*use* 1978
1962 or 1963	*use* 1962
1969 (1973 printing)	*use* 1969
1980 printing, c1957	*use* 1957
1979 [distributed] 1980	*use* 1979
1979-1981	*use* 1979
between 1977 and 1980	*use* 1977
1978/79 [i.e. 1978 or 1979]	*use* 1978
1977 (cover 1978)	*use* 1978
197-	*use* 1970z *[if corporate body, use 1970]*
197-?	*use* 1970z *[if corporate body, use 1970]*
19--	*use* 1900z *[if corporate body, use 1900]*
19--?	*use* 1900z *[if corporate body, use 1900]*
1998 for 1997	1998