

## G 140 Dates

**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 \$. 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:

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

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

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. G230). Example:

111 20 \$a International Congress of Navigation \$n (25th : \$d 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.

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 in the call number

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# \$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:

Olympic games. (Modern revivals)  
GV722 Individual contests. By year  
Subarrange by author

In the shelflist:

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

In the classification schedule:

King James, Authorized version (1611)

BS185 Texts. By date  
Subarrange by place of publication

In the shelflist:

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

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

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.

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, c1980	use 1981
1971, c1972	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 1970]
19--?	use 1900z [if corporate body, use 1970]
1998 for 1997	1998