



NAZARBAYEV
UNIVERSITY

**A BRIEF RUNDOWN ON
THE CONCEPT OF
AUTHORITIES
IN LIBRARY CATALOGUING**

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OBJECTIVES

To understand the concept of Authority Files in library cataloguing;

To present the authority files at NU Library; and

To discuss the benefits of Authority Files;

To identify the challenges and recommendations in creating and maintaining NU Library Authority Files.

CATALOGUERS?

**Persons
(e.g. Head)?**

AUTHORITY?

**LAWS OR
STANDARDS?**


**POWER OR
CONTROL?**



the power to control or demand obedience from others
(Cambridge Dictionary, 2020)

AUTHORITY?

something/someone to **follow** or **obey**
for **consistency**



Authority Control

The procedures by which consistency of form is maintained in the headings (names, uniform titles, series titles, and subjects) used in a library catalog or file of bibliographic records through the application of an authoritative list (called an authority file) to new items as they are added to the collection. (*Reitz, 2014*)

AUTHORITY?
(in library cataloguing)



Authority File (Thesauri)

A list of the authoritative forms of the headings used in a library catalog or file of bibliographic records, maintained to ensure that headings are applied consistently as new items are added to the collection. Separate authority files are usually maintained for names, uniform titles, series titles, and subjects. All the references made to and from a given heading are also included in the file. *(Reitz, 2014)*

AUTHORITY?
(in library cataloguing)





LIBRARY OF CONGRESS AUTHORITIES



Library buildings are closed to the public until further notice, but LC Authorities is available. [More.](#)

[Help](#) |
 [Search](#) |
 [Search History](#) |
 [Headings List](#) |
 [Start Over](#)

URCE OF HEADINGS: Library of Congress Online Catalog

Authority Headings Search

Search Text:

Search Type:

- Subject Authority Headings
- Name Authority Headings
- Title Authority Headings
- Name/Title Authority Headings
- Keyword Authorities (All)

Scroll down for Search Hints

100 records per page

Begin Search

Clear Search

Authorities Search Tips

Search Type	Brief Help (select a search type for detailed Help)
<u>Subject</u>	<ul style="list-style-type: none"> - Searches are "left-anchored" (<i>enter search starting with leftmost word</i>) - Truncation is automatic - Searches LC Subject Headings and Annotated Card Program (AC) Headings - Searches LC Genre/Form Thesaurus, Thesaurus for Graphic Materials, etc. - Searches other subject systems (e.g., Medical subject headings) <p><i>Examples:</i> united states history civil war 1861 1865 regimental histories bible criticism interpretation etc persian gulf war 1991</p>
<u>Name</u>	<ul style="list-style-type: none"> - Searches are "left-anchored" (<i>enter search starting with leftmost word</i>) - Truncation is automatic - Searches personal, family, corporate, meeting, and jurisdiction headings - For <u>personal names</u>, enter surname first - For <u>other names</u>, enter in direct order <p><i>Examples:</i> clemens samuel langhorne 1835 1910 twain mark 1835 1910</p>



LIBRARY OF CONGRESS AUTHORITIES

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Help 

New
Search

Search
History

Headings
List

Start
Over

SOURCE OF HEADINGS: Library of Congress Online Catalog

INFORMATION FOR: Nazarbaev, Nursultan

← **Name Authority**

Please note: Broader Terms are not currently available

Select a Link Below to Continue...

Authority Record

See Also: [Kazakhstan. President \(1991-2019 : Nazarbaev\)](#)

← **Corporate Name Authority**

[Help](#) - [Search](#) - [Search History](#) - [Headings List](#) - [Start Over](#)



Library of Congress
URL: <https://www.loc.gov/>

Mailing Address:
101 Independence Ave, S.E.
Washington, DC 20540



BENEFITS

Consistency of Headings

Enhanced Search

Provides additional
information via scope
notes

Saves individual
cataloguers time

NU LIBRARY AUTHORITY FILES

Years before Dec 2019 – creation of authority files have been explored including communication with IT Dept

13 Jan 2020 – meeting with IT Dept about creation of authority files and other pertinent cataloguing matters

20 Jan 2020 – created the first set authority records

10 Feb 2020 – mini-training with cataloguers on creation of Authority Files; cataloguers started to create authority files for print books


13 May 2020 – 1,614 name authority records












TIMELINE



NU LIBRARY AUTHORITY FILES

Results 1-10 of 47


Select all  Save as Excel


<input type="checkbox"/>	 Shakespeare, William, 1564-1616 King Lear Penguin Books, 1994	Call number: PR2819.A2 .D8 1994 Location: 3rd floor	Availability: 1 out of 1 copies available Type:  Books
<input type="checkbox"/>	 Shakespeare, William, 1564-1616 Hamlet Macmillan, 2009	Call number: PR2807 .A1 2009 Location: 3rd floor	Availability: 1 out of 1 copies available Type:  Books
<input type="checkbox"/>	 Shakespeare, William, 1564-1616 A midsummer night's dream Penguin Books, 1994	Call number: Location: 3rd floor	Availability: 1 out of 1 copies available Type:  Books
<input type="checkbox"/>	 Shakespeare, William, 1564-1616 Romeo and Juliet Wordsworth classics, 2000	Call number: PR2831.A2 .B43 2000 Location: 3rd floor	Availability: 5 out of 5 copies available Type:  Books
<input type="checkbox"/>	 Shakespeare, William, 1564-1616 The tragical history of Hamlet prince of Denmark Penguin books, 2001	Call number: PR2807.A2 .B73 2001 Location: 3rd floor	Availability: 1 out of 1 copies available Type:  Books
<input type="checkbox"/>	 Shakespeare, William, 1564-1616	Call number:	Availability:

**OPAC / WEB
VIEW**

NU LIBRARY AUTHORITY FILES


Results 1-10 of 47

Select all  Save as Excel

<input type="checkbox"/>	Shakespeare, William, 1564-1616	Call number:	Availability:
<input type="checkbox"/>	 King Lear	PR2819.A2 .D8 1994	1 out of


Name : Shakespeare
Dates : 1564-1616

1. [Shakespeare, William, 1564-1616, Romeo and Juliet \(2000\)](#)
2. [Shakespeare, William, 1564-1616, Much ado about nothing \(1997\)](#)
3. [Shakespeare, William, 1564-1616, King Lear \(1994\)](#)
4. [Shakespeare, William, 1564-1616, Hamlet \(2009\)](#)
5. [Shakespeare, William, 1564-1616, A midsummer night's dream \(1994\)](#)
6. [Shakespeare, William, 1564-1616, Romeo and Juliet \(2000\)](#)
7. [Shakespeare, William, 1564-1616, The tragical history of Hamlet prince of Denmark \(2001\)](#)
8. [Shakespeare, William, 1564-1616, As you like it \(1994\)](#)
9. [Shakespeare, William, 1564-1616, Antony and Cleopatra \(2013\)](#)
10. [Shakespeare, William, 1564-1616, A midsummer night's dream \(1994\)](#)



Romeo and Juliet
Shakespeare, William, 1564-1616
Publisher:Wordsworth classics, 2000
ISBN:9780199535897

1 / 5

<input type="checkbox"/>	 The tragical history of Hamlet prince of Denmark	Call number: PR2807.A2 .B73 2001	Availability: 1 out of
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OPAC / WEB
VIEW

NU LIBRARY AUTHORITY FILES

AUTHORITYRECORDS

Тип авторитетной записи: **Personal name**

Поле: Сведения об издании

Подполе: **Фамилия**

Значение:

Условие: **Содержит**

Подполе	Значение	Условие
---------	----------	---------

Тип авторитетной записи: Personal name

Имя	Даты	
<input type="checkbox"/> Marle		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/> Hendrick		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/> Isman		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/> Ridge		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/> Farnsworth		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/> George		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/> Bochel		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/> Room		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/> Rys		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/> Field	1949-	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/> Seiter		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/> Ball		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/> Nazemi		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/> Kazimierski	1936-	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

Page 1 of 64

Displaying topics 1 - 25 of 1598

**AUTHORITY
RECORDS
VIEW**

NU LIBRARY AUTHORITY FILES

Изменение авторитетной записи

Нотация: CERR

Тип авторитетной записи: Personal name

Код применения: Authority entry record

Рабочий лист : Имя лица

	Кол подполя	Значение
[-] Поле: Сведения об издании (Кол-во подполей: 7)		
Фамилия	200\$a	Gregory
Имя	200\$b	Jon
Дата рождения	200\$f	1971-
справочное примечание	300\$a	
Псевдоним	400\$a	
Имя	400\$b	
Язык документа	101\$a	engl

**AUTHORITY
RECORDS
VIEW**



CHALLENGES

Limitations on the integrated library system (ILS)

CATALOGUER'S WORKPLACE


Worksheet- RL General Monograph E-Book

Monograph E-book

Personal name-Primary responsibility	Sengupta, Jayanta	AZ AZ + AZ-
Personal name-Alternative responsibility		Create a copy
Personal name-Secondary responsibility		Create a copy
Title	At the margins	
Parallel title proper		
Subtitle	discourses of development, democracy, and regionalism in Orissa	
Statement of Responsibility	Jayanta Sengupta	
Edition statement		
Language	Английский	
Note	Includes glossary	
Summary note	At the Margins shows how a movement of regional identity was forged in colonial Orissa in the early 20th century, how	
Content note	1. Social Structure and Political Arithmetic under Colonial Rule -- 2. Race, Culture, Language, and 'Backwardness': Writi	
Date of publication	©2015	
Publisher	Oxford University Press	
Place of publication	New Delhi	
ISBN	9780199085224	
Price		Create a copy
Number of pages	1 online resource	
Dimensions		
Other physical characteristics		
Accompanying Material		
Bibliographies / indexes notes	Includes bibliographical references and index	
Copy type	Scientific literature / Gylve adebiet / Scientific literature	
Series title		Create a copy
Other series title		
Series subtitle		
Statement of Responsibility		
ISSN		
Series volume		
Series price		Create a copy
Subseries		
UDC No.		
Author No.		
UDC Class		Create a copy
Subject	ethnicity, India, Odisha	Create a copy

CHALLENGES

Service hours ONLINE 8.30 a.m. - 5.15 p.m.

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AUTHORITYRECORDS

Тип авторитетной записи:

Поле:

Подполе:

Значение:

Условие:

- Personal name
- Corporate or meeting name
- Territorial or geographic name
- Trademark
- Family name
- Uniform title
- Name/title
- Name/collective uniform title
- Topical subject
- Place access
- Form, genre or physical characteristics

More “authority controls” to work on

OTHER CHALLENGES

Training / Background
knowledge

Time consuming

Cannot generate statistics
from the system

Language Barrier /
Unfamiliarity with the
system

SOME RECOMMENDATIONS

New / Upgraded integrated
library system

Training

Periodic checking of
Authority Files to ensure
consistency

Promotion of Authority Files



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ACTIVITY

1. Go to this link: <https://quizizz.com/join?gc=6173987> or go to joinmyquiz.com and enter code: **6173987**. The name of the quiz is **NUL Staff Session_Authority Files**.
2. Please put an identifiable name (e. g. April Manabat)
3. Play the quiz.
4. The highest scorer will be given a simple treat. =)



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Library of Congress (2019). Library of Congress authorities. <https://authorities.loc.gov/webvoy.htm>

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Reitz, J. (2014). Online dictionary of library and information science. California : ABC-CLIO.
https://products.abc-clio.com/ODLIS/odlis_about.aspx

Sullivan, D. (2016). The lowdown on authorities and authority files. *Schools catalogue information service* 99 (4). <https://www.scisdata.com/connections/issue-99/the-lowdown-on-authorities-and-authority-files/>