

## Collected Works and Collections H 1425

**BACKGROUND:** Until early 1988, the subdivision **-Collected works** was used as a form subdivision under topical headings to designate a collection of independent works published together in one or more volumes on the topic. The subdivision **-Collections** was used in the same manner, but only under the headings listed below. Although **-Collections** is still valid for use under these headings, the subdivision **-Collected works** has been discontinued.

### 1. **-Collected works.**

**a. General rule.** Do not use the subdivision **-Collected works** under headings assigned to any new work being cataloged. To any work that would formerly have been assigned this subdivision, assign the appropriate headings with no form subdivision.

*LC practice:*

**b. Bibliographic file maintenance.** Do not make any systematic attempt to delete the subdivision from existing bibliographic records. However, if the subject headings on an individual record are being revised or updated for other reasons, delete **-Collected works** at the same time.

*LC practice:*

**c. New editions.** If a new edition of a work is being cataloged, earlier editions of which have been assigned headings with the subdivision **-Collected works**, update records of those earlier editions having imprint dates of 1981 or later, so that the 6XX fields in the records for all post-1980 editions match. Do not update records for editions having an imprint date earlier than 1981.

2. **-Collections.** Use the form subdivision **-Collections** only under the following headings, where it has been specifically established:

Autographs	Manuscripts
Charters	Playbills
Drama	Poetry
Fiction	Treaties
Literature	

Do not submit proposals to establish this subdivision under any other headings.