

Genealogy and Family Names H 1631

BACKGROUND: *Genealogy is the study of family history and the accounts and records of the ancestry and descent of persons, families, groups, etc. This instruction sheet provides guidelines for cataloging genealogy materials, including works on individual families. For instructions on establishing names of noble families, royal houses, dynasties, etc., see H 1574. For instructions on cataloging local history and genealogical source materials, see H 1845. For classification of genealogical materials, see F 600.*

1. The heading *Genealogy*. Assign the heading **Genealogy** to general works on the study of ancestry not limited to a particular place, including works on methods of locating and using various types of documents in order to create a family tree or write a family history.

Do not subdivide this heading by **-Handbooks, manuals, etc., -History, -Methodology, -Research, or -Sources.**

2. The subdivision *-Genealogy*.

a. General. Assign the free-floating form subdivision **-Genealogy** under names of places, individual corporate bodies, classes of persons, and ethnic groups to works that contain collections of family records and/or histories of families from the place or belonging to the organization, class of persons, or ethnic group. *Examples:*

```
650 #0 $a African Americans $v Genealogy.  
651 #0 $a California $v Genealogy.  
651 #0 $a France $v Genealogy.  
650 #0 $a Mexican Americans $z Texas $v Genealogy.  
650 #0 $a Kings and rulers $v Genealogy.  
651 #0 $a London (England) $v Genealogy.  
610 20 $a United Empire Loyalists $v Genealogy.
```

Do not subdivide headings of this type by **-History** or by **-Sources**.

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2. *The subdivision –Genealogy.* (Continued)

b. Additional headings. Assign an array of headings to bring out place, ethnic group, class of persons, types of documents, etc. If the work includes names with birth and/or death dates, assign also **Registers of births, etc.–[place]**. If the work includes more specific types of documents, assign specific headings, for example, **Marriage records; Death notices; Baptismal records.** *Examples:*

Title: 1850 census of Tazewell County, Virginia, transcribed and indexed for genealogists.

651 #0 \$a Tazewell County (Va.) \$v Genealogy.
650 #0 \$a Registers of births, etc. \$z Virginia
\$z Tazewell County.
651 #0 \$a Tazewell County (Va.) \$v Census, 1850.
651 #0 \$a United States \$v Census, 1850.
650 #0 \$a African Americans \$z Virginia \$z Tazewell
County \$v Genealogy.

Title: Marriage and death notices from Wilmington, North Carolina newspapers, 1866-1870.

651 #0 \$a Wilmington (N.C.) \$v Genealogy.
650 #0 \$a Marriage records \$z North Carolina
\$z Wilmington.
650 #0 \$a Death notices \$z North Carolina
\$z Wilmington.
650 #0 \$a American newspapers \$z North Carolina
\$z Wilmington \$v Abstracts.

c. Methodology. Assign the free-floating subdivision **–Genealogy–Methodology** under names of places, individual corporate bodies, classes of persons, and ethnic groups for comprehensive texts on methods of locating genealogical records, tracing family histories, etc., in these places, or pertaining to these groups or classes of persons.

Assign the free-floating subdivision **–Genealogy–Handbooks, manuals, etc.**, under names of places, individual corporate bodies, classes of persons, and ethnic groups to works that present brief information about genealogy on these topics, such as lists of agencies and institutions to consult, types of records to study, etc.

To works containing both comprehensive instructions on methodology and brief information for ready reference, assign only **–Genealogy–Handbooks, manuals, etc.**, under the appropriate heading.

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3. Names of individual families.

a. Form of name. (Continued)

Do not add any 5XX (broader term) fields.

Do not add any qualifiers to the name, such as the name of the progenitor or the occupation of the family.

When possible, consult the following sources:

Work being cataloged

New dictionary of American family names

Tables in the publication of the U.S. Census Bureau, *A century of population Growth* (available online)

Record the ethnicity, nationality, or location of the family in the citation for the work being cataloged, as well as in the citations for any other sources consulted, if that information is provided in the sources. If the family name is not in the English language, also record the form of name as it is expressed in English, if available.

If the name is a common one with several variants, select for the heading the spelling of the name used most frequently and add 400 fields from the other forms of the name. If appropriate, consult a telephone directory or the name authority file to determine which spelling is most commonly used. *Examples:*

```
100 3# $a Smith family  
[not 100 3# $a Smyth family]
```

```
100 3# $a Clark family  
[not 100 3# $a Clarke family]
```

For names in foreign languages that appear in inflected forms, generally prefer the masculine, singular, nominative form.

3. Names of individual families.

a. Form of name. (Continued)

If the name is associated with a famous family, select the spelling of the name used by the family. *Example:*

```
100 3# $a Hearst family
[not 100 3# $a Hurst family]
```

b. Compound names. Establish compound names as one name, for example, **Lloyd Jones family**.

Using 500 (related term) fields, connect compound names with the parts of the name, if they have been established. *Example:*

```
100 3# $a Lloyd Jones family
500 3# $a Jones family
500 3# $a Lloyd family
```

Do not establish such names solely for the purpose of adding these 500 fields.

c. Related names. Establish similar-sounding names with different meanings and similar names from different ethnic backgrounds as separate names, connecting them with 500 fields. *Example:*

```
100 3# $a Cook family
500 3# $a Koch family

100 3# $a Koch family
500 3# $a Cook family
```

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3. Names of individual families.

c. Related names. (Continued)

If family names of different meanings or different ethnic backgrounds are distinguished only by the use of diacritical marks, establish a single heading (without diacritical marks if that form occurs), adding a note explaining that the heading is used for multiple families and that the appropriate diacritical marks may be included in the heading on an individual bibliographic record. Do not use this procedure for a single family name that may have dropped diacritical marks as a result of immigration. *Example:*

```
100 3# $a Koto family
680 ## $i Here are entered works on families with the
      surnames Koto, Kōtō, or Kotō.
680 ## $i When this heading is assigned to works on an
      individual family, the appropriate diacritical
      marks, if any, are included in the heading in the
      catalog record.
```

If a family name has been changed substantially as the result of emigration, establish headings for both names, connect them with 500 fields, and assign both headings to the work being cataloged. *Example:*

```
100 3# $a Bitsche family
500 3# $a Peachey family

100 3# $a Peachey family
500 3# $a Bitsche family
```

d. Tagging of headings. Tag headings for individual families **100** in authority records and **600** in bibliographic records.

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3. Names of individual families. (Continued)

e. Assigning headings to individual works.

(1) **General rules.** Assign a heading for the name of the family.

Subdivide family names as needed by the free-floating form and topical subdivisions listed in H 1120.

Do not subdivide family names by **-Biography**, **-History**, or **-Sources**.

(2) **Works that discuss more than one family.** If more than one family is discussed, assign headings for each family, up to a maximum of four.

If more than four families are included, select the four that are the most important for the work being cataloged.

(3) **Location of the family.** In accordance with H 1845, bring out the location of the family in an additional heading, if possible. *Example:*

Title: Smith family of Virginia.
600 30 \$a Smith family.
651 #0 \$a Virginia \$v Genealogy.

For countries other than the United States, assign an additional heading of the type **[country]-Genealogy**. *Example:*

Title: The Jones family of London.
600 30 \$a Jones family.
651 #0 \$a London (England) \$v Genealogy.
651 #0 \$a Great Britain \$v Genealogy.

If the work is a collective biography of the members of a family, do not assign a heading of the type **[place]-Genealogy**, unless the work also contains genealogical material.

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3. *Names of individual families.* (Continued)

(4) *Progenitors and individual family members.* Assign an additional heading for the name of the progenitor, or any individual family member, subdivided by the free-floating subdivision **-Family** if he or she is mentioned on the title page or given prominent treatment in the text.

4. *Geographic area codes.* To genealogical or biographical works about individual families, assign codes based on the headings selected for the work being cataloged. Do not assign a code for the country in which the family resides unless another heading that includes the name of the country is assigned.

5. *Examples.*

Title: Property deeds for genealogy : how to find them.

651 #0 \$a United States \$x Genealogy \$v Handbooks, manuals, etc.

650 #0 \$a Deeds \$z United States \$v Handbooks, manuals, etc.

Title: Hart County, Kentucky, marriage records.

650 #0 \$a Marriage records \$z Kentucky \$z Hart County.

651 #0 \$a Hart County (Ky.) \$v Genealogy.

Title: Tombstone inscriptions of Van Buren County, Tennessee.

651 #0 \$a Van Buren County (Tenn.) \$v Genealogy.

650 #0 \$a Registers of births, etc. \$z Tennessee \$z Van Buren County.

650 #0 \$a Cemeteries \$z Tennessee \$z Van Buren County.

650 #0 \$a Inscriptions \$z Tennessee \$z Van Buren County.

Title: Morris, Whittington, Jones, and related families.

600 30 \$a Morris family.

600 30 \$a Whittington family.

600 30 \$a Jones family.

651 #0 \$a Southern States \$v Genealogy.

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5. *Examples. (Continued)*

Title: Joseph Jones of Gates County, North Carolina : his ancestors and descendants.

600 30 \$a Jones family.
600 10 \$a Jones, Joseph, \$d 1851-1930 \$x Family.
651 #0 \$a Gates County (N.C.) \$v Genealogy.

Title: The ancestry of Priscilla Brown.

600 30 \$a Brown family.
600 30 \$a Howe family.
600 30 \$a Clark family.
600 10 \$a Brown, Priscilla, \$d 1750-1799 \$x Family.
651 #0 \$a Massachusetts \$v Genealogy.
651 #0 \$a Great Britain \$v Genealogy.

Title: The Jefferson family.

600 30 \$a Jefferson family.
600 10 \$a Jefferson, Thomas, \$d 1743-1826 \$x Family.
651 #0 \$a Virginia \$v Genealogy.

Title: Inscriptions from the tomb stones at Mount Calvary Cemetery.

651 #0 \$a Baltimore (Md.) \$v Genealogy.
650 #0 \$a Registers of births, etc. \$z Maryland
\$z Baltimore.
610 20 \$a Mount Calvary Cemetery (Baltimore, Md.)
650 #0 \$a Inscriptions \$z Maryland \$z Baltimore.

6. *Subdivisions used under individual family names.* See H 1120.