

# Serials and Integrating Resources

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## *A. Background*

This instruction sheet provides guidelines on assigning LCGFT to resources issued in successive parts. These types of resources may include, but are not limited to, periodicals, newspapers, journals, and integrating or continuing resources. Serials can carry aspects of format and carrier. Carriers are typically secondary or unnecessary to convey the isness of a resource. For example, the content of a newspaper is generally the same whether it’s online or printed. However, some diachronic works are associated with or rely on carriers (e.g. blogs or podcasts). This should be considered when deciding on the appropriate terms to assign.

Using LCGFT instead of the Library of Congress Subject Headings (LCSH) form subdivision or using both LCGFT and the LCSH form subdivision in a record is determined by cataloger’s judgement.

## *B. Recent revisions*

2026-02: New instruction sheet.

## *D. Notes on examples*

Some examples in this instruction sheet may be abridged versions of real records or fictitious records.

### *E. General rule*

Assign terms in accordance with [J 110 Assigning Genre/Form Terms](#) and the special provisions below.

### *F. Serial publications*

Assign the term **\*Serial publications\*** or one of its narrower terms to bring out the successive nature of a serial resource. Use the most specific term available.

**Example:**

Title: Germanistische Arbeitshefte.

Title translation: German studies workbook.

Term: Serial publications.

[Resource is a monographic series]

**Example:**

Title: Actualités du droit : revue de la Faculté de droit de Liège.

Title translation: Legal news: a journal by the Faculty of Law of Liège

Term: Law reviews.

**Example:**

Title: Hyde Park citizen (Chicago, Ill.)

Frequency: Weekly

Term: Community newspapers.

### *G. Additional terms*

Some serial publications also have additional genre/form aspects. These should be brought out by appropriate non-serial LCGFT terms assigned in addition to **\*Serial publications\*** or one of its narrower terms.

**Example:**

Title: Contemporary mathematics.

Frequency: Irregular

Term: Conference papers and proceedings.

Term: Serial publications.

[Each monograph contains compilations of international conferences and symposia]

**Example**

Title: Council of Europe treaty series.

Alternate title: Série des traités du Conseil de l'Europe.

Frequency: Undetermined

Note: Some numbers issued in revised editions; some revised editions combine numbers.

Term: Treaties.

Term: Serial publications.

**Example :**

Title: Beckett basketball card price guide.

Frequency: Annual

Term: Sales catalogs.

Term: Yearbooks.

**Example:**

Title: ACTFL annual bibliography of books and articles on pedagogy in foreign languages.

Frequency: Annual

Term: Bibliographies.

Term: Yearbooks.

## *H. Special issues*

When a special issue of a serial publication is cataloged separately, assign the term **\*Special issues (Serial publications)\***. If appropriate, assign the term for serial type of which it is a part.

**Example:**

Title: Ethos of Care: A Festschrift for Dr. Allyson Carlyle at the Occasion of her Retirement.

Contained in: Cataloging & classification quarterly, Volume 56, no. 8 (2018)

Term: Festschriften.

Term: Special issues (Serial publications)

Do not add **\*Special issues (Serial publications)\*** to a serial record if the serial includes different titles for each issue.

## *I. Databases*

Assign **\*Databases\*** or one of its narrower terms to diachronic works that require or are designed for electronic system mediation.

**Example:**

Title: Confidential Print: Latin Amreica, 1833-1969.

Media type: Online resource.

Summary: The Confidential Print series, issued by the Foreign and Colonial Offices since around 1820, is one of the most important series produced by the British Government (The National Archives, Kew). It originated out of a need for the Government to preserve all of the most important papers generated by the Foreign and Colonial Offices.

Subject: Colonies-Administration.

Subject: Latin America.

Term: Primary sources.

Term: Serial publications.

Term: Full-text databases.

**Example:**

Title: National union catalog of manuscript collections (NUCMUC)

Summary: The mission of the NUCMC program is to provide and promote bibliographic access to the nation's documentary heritage. This mission is realized by NUCMC production of cataloging describing archival and manuscript collections held by eligible repositories located throughout the United States and its territories. The NUCMC Team uses descriptive information that you supply using our data sheet to prepare a catalog record for you.

Media type: Online resource.

Term: Collection catalogs.

Term: Databases.

**Example**

Title: Early English books online.

Alternate title: EEBO

Media type: Online resource.

Summary: Early English Books Online (EEBO) contains over 146,000 titles listed in Pollard & Redgrave's Short-Title Catalogue (1475-1640) and Wing's Short-Title Catalogue (1641-1700) and their revised editions, as well as the Thomason Tracts (1640-1661) collection and the Early English Books Tract Supplement.

Subject: English literature.

Term: Early works.

Term: Full-text databases.

*Revision history*

2026-02: Created.