Browsing Bibliographic Headings

To configure metadata, you must have one of the following roles:

- Cataloger
- Catalog Manager
- Catalog Administrator

Alma enables you to browse bibliographic headings to support various cataloging workflows. You can browse by author name, subject, series, and title.

**Note**

Browsing using this feature does not use the authority record’s MMS ID. This search may return slightly different results than searching for an authority record and selecting Search Bibliographic Records Matching This Value (see Performing Actions on the Repository Search Results Page) because some of the records that would be found by an authority record search (using the MMS ID) may not match the search criteria used in this search.

To browse bibliographic headings:

1. Open the bibliographic headings browsing options in the MD Editor using one of the following methods:
   1. Select **Browse Bibliographic Headings** (Resources > Cataloging > Browse Bibliographic Headings). The MD Editor page appears with the bibliographic headings browsing options.
   2. Open the MD Editor (Resources > Cataloging > Open Metadata Editor), and select **Browse Bib Headings** in the Tools menu.

2. For member institutions in a Network Zone, select where you would like to browse using the **Browse In** parameter. The options are to browse the titles at the institution level (**Institution**) or browse the titles at the Network level (**Network**).

3. Select the type of headings to browse from the following options:

   When you select a headings type option other than the default (Names), the page refreshes to display the appropriate options for the headings type selected. See the table below for a description of the headings type options.

<table>
<thead>
<tr>
<th>Headings Type</th>
<th>Options</th>
</tr>
</thead>
<tbody>
<tr>
<td>Names</td>
<td>Family – If more than one active registry has been configured for your system, use this option to select the preferred registry (such as MARC 21, UNIMARC, or CNMARC) for browsing. Source Code – Select one of the following options: ◦ Corporate Name ◦ Meeting Name ◦ Personal Name ◦ Uniform Title – This option appears when browse_headings_use_uniform_title_in_names is set to true. See browse_headings_use_uniform_title_in_names for more information. Note that uniform titles can also be browsed when you select the Title headings type. See Title for more information.</td>
</tr>
<tr>
<td>Headings Type</td>
<td>Options</td>
</tr>
<tr>
<td>---------------</td>
<td>---------</td>
</tr>
</tbody>
</table>

Vocabulary – This option appears when there is more than one vocabulary defined for Names. The Names vocabularies that are searched for Browse Bibliographic Headings is determined by the customer parameter set by Ex Libris for authority names. If more than one Names vocabulary is specified, the priority of the vocabularies that appears in the drop-down list for this option is determined by the order specified in the parameter set by Ex Libris. Use this option to select the vocabulary that you want to use for browsing bibliographic headings. See Authority Priorities for more information.

Search Value – Enter a names value for which you want to search.

### MARC 21

The Names headings type uses the following MARC 21 indexed fields/subfields:

- **Corporate Name**
  - 110 a-d, g, n
  - 610 all subfields except for 0-9, e, E
  - 710 a-d, g, n
- **Meeting Name**
  - 111 a-e, g, n
  - 611 all subfields except for numeric subfields
  - 711 a-e, g, n
- **Personal Name**
  - 100 a-d
  - 600 all subfields except for 0-9, e, E
  - 700 a-d
- **Uniform Title**
  - Note that the following fields/subfields are browsable with Names and Uniform Title selected when the `browse_headings_use_uniform_title_in_names` customer parameter is set to true. See `browse_headings_use_uniform_title_in_names` for more information.
  - 130
  - 210 a
  - 222 a
  - 240 a-g, k-s
  - 242 a, b, n, p
  - 245
  - 246 a-g, n, p
  - 247 a-g, n, p
  - 249 c, v (concatenated with the 245 in the following manner when displayed: 245 data; 249 $a / 249 $v : 249 $b / 249 $c)
  - 505 t
  - 630 all subfields except for 0-9, e, E
  - 700 m-p, r-t
  - 710 m-t
  - 711 n-p, s, t
  - 730

### UNIMARC

The Names headings type uses the following UNIMARC indexed fields/subfields:

- **Corporate Name**
  - 601 first indicator=0
  - 710 first indicator=0
  - 711 first indicator=0
  - 712 first indicator=0
  - 713 first indicator=0
- **Meeting Name**
  - 601 first indicator=1
  - 710 first indicator=1
  - 711 first indicator=1
  - 712 first indicator=1
  - 713 first indicator=1
- **Personal Name**
  - 600
  - 700
  - 701
  - 702
  - 703
- **Uniform Title**
  - 500
  - 605
  - 730
  - 740
  - 741
  - 742
- **Family Name**
  - 602
  - 720
  - 721
  - 722
  - 723
- **Trademark**
  - 716
<table>
<thead>
<tr>
<th>Headings Type</th>
<th>Options</th>
</tr>
</thead>
</table>
| **Series**    | Family – If more than one active registry has been configured for your system, use this option to select the preferred registry (such as MARC 21, UNIMARC, or CNMARC) for browsing.  
Source Code – Select one of the following options:  
- Corporate Name  
- Meeting Name  
- Personal Name  
- Uniform Title  
Search Value – Enter a value for which you want to search. |
| **Subjects**  | Vocabulary – Select one of the vocabularies from the available options in the drop-down list such as Library of Congress Subject Headings or U.S. National Library of Medicine, Medical Subject Headings. The options for locally defined vocabularies vary depending on which local vocabularies you have configured in your system.  
Note  
For MARC 21 bibliographic records that contain the 651 field with a second indicator of 0 (and Subjects is selected for the Heading Type), you may browse bibliographic headings using the Library of Congress name authority records for 651 Vocabulary option in addition to the Library of Congress Subject Headings Vocabulary option.  
Source Code – Select one of the following options:  
- Chronological Term  
- Genre/Form  
- Geographic Name (see 751 Field for more information)  
- Medium of Performance  
- Topical Term  
Search Value – Enter a value for which you want to search. |

**MARC 21**  
The Series headings type uses the following MARC 21 indexed fields/subfields:  
- Corporate Name  
  - 810 all subfields except for numeric subfields  
- Meeting Name  
  - 811 all subfields except for numeric subfields  
- Personal Name  
  - 800 all subfields except for numeric subfields  
- Uniform Title  
  - 440 a-z, 0-9  
  - 490 a, l (lowercase "L"), v  
  - 830 all subfields except for numeric subfields  

**UNIMARC**  
The Series headings type uses the following UNIMARC indexed fields/subfields:  
- 225  
- Uniform Title  
  - 410  
  - 411  

**MARC 21**  
The Subjects headings type uses the following MARC 21 indexed fields/subfields:  

**UNIMARC**  
The Subjects headings type uses the
<table>
<thead>
<tr>
<th>Headings Type</th>
<th>Options</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>fields/subfields:</strong></td>
<td></td>
</tr>
<tr>
<td>◦ Chronological Term</td>
<td>648 all subfields except for numeric subfields</td>
</tr>
<tr>
<td>◦ Genre Form Term</td>
<td>655 all subfields except for numeric subfields</td>
</tr>
<tr>
<td>◦ 689 all subfields except for 0-9, A, D (when A=f)</td>
<td></td>
</tr>
<tr>
<td>◦ 689 all subfields except for 0-9, A, D, e (when D=b)</td>
<td></td>
</tr>
<tr>
<td>◦ Geographic Name</td>
<td>651 all subfields except for 0-9, e, E</td>
</tr>
<tr>
<td>◦ 751 all subfields except for 0-9, e, E</td>
<td></td>
</tr>
<tr>
<td>◦ 752 all subfields except for numeric subfields</td>
<td></td>
</tr>
<tr>
<td>◦ Medium of Performance</td>
<td>382 a, b, c, d, e, f, g, h</td>
</tr>
<tr>
<td>◦ Taxonomic Identification</td>
<td>754 all subfields except for numeric subfields</td>
</tr>
<tr>
<td>◦ Topical Term</td>
<td>650 all subfields except for 0-9, e, E</td>
</tr>
<tr>
<td>◦ 654 all subfields except for 0-9, e, E</td>
<td></td>
</tr>
<tr>
<td>◦ 689 all subfields except for 0-9, A, D (when A=f)</td>
<td></td>
</tr>
<tr>
<td>◦ 689 all subfields except for 0-9, A, D, e (when D=b)</td>
<td></td>
</tr>
</tbody>
</table>

| Following UNIMARC indexed fields/subfields: | |
| ◦ Genre Form Term | 616 |
| ◦ Geographic Name | 607 |
| ◦ 617 |
| ◦ Medium of Performance | 146 |
| ◦ Topical Term | 606 |
| ◦ Family Name | 602 |

Family – If more than one active registry has been configured for your system, use this option to select the preferred registry (such as MARC 21, UNIMARC, or CNMARC) for browsing.

Search Value – Enter a value for which you want to search.

For uniform titles, see browse_headings_use_uniform_title_in_names for more information.

**MARC 21**

The Title headings type uses the MARC 21 indexed fields/subfields listed below. Note that the following fields/subfields are browseable with Title selected when the browse_headings_use_uniform_title_in_names customer parameter is set to false. See browse_headings_use_uniform_title_in_names for more information.

- 130 (uniform titles)
- 210 a
- 222 a
- 240 a-g, k-s
- 242 a, b, n, p
- 245
- 246 a-g, n, p
- 247 a-g, n, p
- 249 a, b (concatenated with the 245 in the following manner when displayed: 245 data; 249 $a / 249 $v : 249 $b / 249 $c)
- 505 t
- 630 (uniform titles)

**UNIMARC**

The Title headings type uses the following UNIMARC indexed fields/subfields:

- 200
<table>
<thead>
<tr>
<th>Headings Type</th>
<th>Options</th>
</tr>
</thead>
</table>
|               | ◦ 700 m-p, r-t  
|               | ◦ 710 m-t  
|               | ◦ 711 n-p, s, t  
|               | ◦ 730 (uniform titles)  |

Family – If more than one active registry has been configured for your system, use this option to select the preferred registry (such as MARC 21, UNIMARC, or CNMARC) for browsing.

Source Code – Select one of the following options for MARC 21 or UNIMARC:

◦ Library of Congress Call Number  
◦ National Library of Medicine Call Number  
◦ National Agricultural Library Call Number  
◦ Local Call Number 09X (ten different options)  
◦ Geographic Classification  
◦ Classification Numbers Assigned in Canada  
◦ Universal Decimal Classification Number  
◦ Dewey Decimal Classification Number  
◦ Additional Dewey Decimal Classification Number  
◦ Other Classification Number  
◦ Synthesized Classification Number Components  
◦ Government Document Classification Number  

Source Code – Select one of the following options for CNMARC:

◦ Chinese Book Classification Call Number  
   Special ASCII sorting is implemented for this option so that certain punctuation is prioritized before digits.  
◦ Chinese Library Classification  
◦ Library Classification of Chinese Academy of Sciences  
◦ Other Chinese Classification Number  

Vocabulary – When Other Classification Number is selected for the Source Code, enter the vocabulary code for the headings that you want to browse. The system looks for a matching vocabulary code in the 084 $2.

Search Value – Enter a call number or classification value for which you want to search.

**MARC 21**

The Call Number/Classifications headings type uses the following MARC 21 indexed fields/subfields:

◦ 50 a, b  
◦ 52 a, b, d  
◦ 55 a, b, d  
◦ 60 a, b  
◦ 70 a, b  
◦ 80 a, b, x  
◦ 82 a, b, m, q  
◦ 83 a, c, m, q, y, z  
◦ 84 a, b, q  
◦ 85 a, b, c, f, r, s, t, u, v, w, y, z

**UNIMARC**

The Call Number/Classifications headings type uses the following UNIMARC indexed fields/subfields:

◦ 675  
◦ 676  
◦ 680

**CNMARC**

The Call Number/Classifications headings type uses the following CNMARC indexed fields/subfields:

◦ Chinese Book Classification Call Number  
   090 a, b  
   905 f  
   905 s  
◦ Chinese Library
<table>
<thead>
<tr>
<th>Headings Type</th>
<th>Options</th>
<th>Classification</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>◦ 86 a, z</td>
<td>▪ 690 a</td>
</tr>
<tr>
<td></td>
<td>◦ 90 a-z, 0, 1, 3, 4, 5, 7, 9</td>
<td>▪ Library Classification of Chinese Academy of Sciences</td>
</tr>
<tr>
<td></td>
<td>◦ 91 a-z, 0, 1, 3, 4, 5, 7, 9</td>
<td>▪ 692 a</td>
</tr>
<tr>
<td></td>
<td>◦ 92 a-z, 0, 1, 3, 4, 5, 7, 9</td>
<td>▪ Other Chinese Classification Number</td>
</tr>
<tr>
<td></td>
<td>◦ 93 a-z, 0, 1, 3, 4, 5, 7, 9</td>
<td>▪ 694 a</td>
</tr>
<tr>
<td></td>
<td>◦ 94 a-z, 0, 1, 3, 4, 5, 7, 9</td>
<td>▪ 696 a</td>
</tr>
<tr>
<td></td>
<td>◦ 95 a-z, 0, 1, 3, 4, 5, 7, 9</td>
<td></td>
</tr>
<tr>
<td></td>
<td>◦ 96 a-z, 0, 1, 3, 4, 5, 7, 9</td>
<td></td>
</tr>
<tr>
<td></td>
<td>◦ 97 a-z, 0, 1, 3, 4, 5, 7, 9</td>
<td></td>
</tr>
<tr>
<td></td>
<td>◦ 98 a-z, 0, 1, 3, 4, 5, 7, 9</td>
<td></td>
</tr>
<tr>
<td></td>
<td>◦ 99 a-z, 0, 1, 3, 4, 5, 7, 9</td>
<td></td>
</tr>
</tbody>
</table>

- Names (the default option)
- Series
- Subject
- Title
- Call Number/Classifications

4. Complete the browsing options for the action you want to perform.

5. Select **Browse**. The browsing results appear in the following manner:

**Columns**

**Relevant Result**

The relevant result based on the browse criteria that you entered appears in the second row of the results. In this way, the results list shows you what comes before and after the relevant result. See the example below.
The results in the Bibliographic Record Headings column are sorted in subfield order. For example, 650 0 $a Gardening $z England $v Bibliography appears as Gardening England Bibliography in the following browse results list:

Subfield Sort Order

When browsing CJK content, all punctuation marks between CJK characters are disregarded when sorting the results. Note that with this capability the punctuation marks continue to appear in the display of CJK content. For Hong Kong institutions, Alma also handles TSVCC variants when browsing bibliographic headings (see Hong Kong TSVCC for more information).

For all institutions, sorting Hanzi content for browsing bibliographic headings (and authority headings when using F3 in the MD Editor) will be done by transliterating the Hanzi content to Latin for the primary sort and when necessary using sorted Hanzi content for the secondary level of sorting. So, when there is more than one Latin entry that is the same, the Hanzi sort will determine the browse order of the records that have the same Latin entry.
For Japanese and Korean content, browse bibliographic and authority headings will be handled using a CJK sort for all institutions.

For more information, see:

**Browsing German Language Results**

For institutions that have the German language settings, the special German language characters are handled in the same manner for browsing bibliographic headings as they are for searching in the Alma repository. See [German Characters](#) for more information.

**Browsing Spanish Language Results**

For institutions that have the Spanish language settings, the special Spanish language characters are handled in the same manner for browsing bibliographic headings as they are for searching in the Alma repository. See [Spanish and Catalan Characters](#) for more information.

**Browsing Polish Language Results**

For institutions that have the Polish language settings, the special Polish language characters are handled in the same manner for browsing bibliographic headings as they are for searching in the Alma repository. See [Polish Characters](#) for more information.

- Column 1 – An icon to indicate whether the bibliographic subject heading is connected to an authority record.
- Column 2 – The number of bibliographic record headings found for a particular subject, name, series, or title headings row. If there are more than 20 headings found for a particular row, this column displays 20+.
- Column 3 – The bibliographic record headings subject, name, series, or title found.
- Column 4 – A **View** button for viewing the complete bibliographic record.

**Chinese and Korean Characters**

**Japanese Characters**

**CKJ Punctuation**

**Hong Kong TSVCC**

6. Use the less than/greater than symbols (< >) to browse the list backward and forward. As you page backward and forward, the first row of the page you are viewing appears as the last row of the previous page.

7. When you have located a headings record that you want to view in more detail, select **View** for that row. For bibliographic headings records identified with the authority icon, the detail in the split-screen view displays both an **Authority** tab and a **Bibliographic Records** tab. The **Authority** tab presents the authority record that is associated with the bibliographic headings record. The **Bibliographic Records** tab shows the total number of records found in parentheses.

From the Bibliographic Records tab, you can do the following:

- **View and/or Edit**

While viewing the bibliographic records, you can page forward and backward through the bibliographic records when there is more than one page using the list page number or greater than/less than symbols.