

Numerals

Arrange numerals as if the figures were written in full in the language of the text.

Example.

1914 and other poems.
 1912? Germany and sea power.
 Nineteen years in Polynesia.
 Nineteenth century and after.

Periodicals

File a periodical used as an author, after the entry for the periodical itself.

Example.

The Bookman, monthly.
 The Bookman.
 Robert Louis Stevenson, a Bookman extra number.
 The Bookman literary year book.

Person, place, subject, and title having the same name

When the same word serves for several kinds of heading, arrange in the following order: person, place, subject, title.

Example.

Rivers, Frank.
 Rivers.
 Rivers of Great Britain.
 York, Eva Rose.
 York, County, Ontario.
 York, England.
 York, Town, Ontario.
 York, Township, Ontario.
 York almanac and royal calendar.

Personal names, see Forenames: Surnames.

Places

Arrange in one alphabetical file publications of a country, province, or city, and works about a country, province, or city. Associations, institutions or titles beginning with the name of a country, province, or city follow all other entries under place.

Example.

Quebec, City.
 Quebec, County.
 Quebec, Province.
 Quebec act, 1774.
 Quebec Bible society.
 The Quebec gazette.