

History

Arrange history period subdivisions chronologically, not alphabetically.

Example. ▀

Canada—History.
 Canada—History—New France-1759.
 Canada—History—1759-1791.
 Canada—History—1791-1841.
 Canada—History—War of 1812-1815.
 Canada—History—Rebellion—1837-1838.
 Canada—History—Union—1841-1867.
 Canada—History—1867-1900.
 Canada—History—1900-

Hyphenated words

Disregard hyphen, arranging words as if separate; but arrange as one word, when the first part is only a prefix.

Example.

Fur-farming in Canada.
 Fur trade.
 Furbeck.
 North-west peninsula.
 Northcote.
 Northwest passage.

 Cooperation.
 Co-operative movement.
 Cooperridor, George T.
 Interchangeable.
 Inter-collegiate association.
 Interest.

Initials

Arrange initials before complete words beginning with the same initial letter, and arrange initials standing for authors before those beginning a title.

Example.

B., R.J.
 The B.E.F. times.
 Bab.
 G., C.
 G., W.J.
 G., company.
 G...r. Th...r.
 Gaef, Willem van der.

International congresses, see Congresses.

Joint author, see Author arrangement. Added entry.

Mac, Me, M', see Abbreviations.

Names, Personal, see Forenames; Surnames.

Nobleman's title, see Bishop's *see* and nobleman's title.