

## Standard for Enhancing 505 on LANCE

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The decision whether to enhance a 505 contents note (or indeed, whether to add a 505 contents note at all) is a matter for the discretion of each cataloger. When deciding whether or not to enhance a 505 contents note, the cataloger should weigh at least the following questions:

- Is a patron likely to search for an element of the contents by title, or is keyword access sufficient?
  - If the answer to the first question is yes, would that patron's search be better served by a uniform analytical entry (700, 710, 730)?
  - In view of the above questions, and considering that BNA may replace the 505 with a 970, is the potential benefit worth the cataloger's effort?
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If the cataloger decides that a 505 should be enhanced, the following standards should be applied:

- Initial articles should be omitted from subfield t.
- Common "titles" such as "Introduction," "Foreword," "Afterword," and "Conclusion" should not be coded in subfield t. The cataloger may either code such titles in subfield g, or omit them from the 505 altogether. If any such "titles" are omitted, the 505 must be coded as a partial contents note (505:10:)]
- No record should contain both an enhanced 505 and 7XX analytical headings.